



Office of the Director

Jim McCuaig Education Centre
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STANDING COMMITTEE
Tuesday, January 10, 2017
Jim McCuaig Education Centre

Ian MacRae
Director of Education

George Saarinen
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. Delegations/Presentations		
5.1 Trustee Character Award - John Howard Society – Kevin Haynen - Westgate Collegiate and Vocational Institute	E. Chambers	Verbal
5.2 Trustee Character Award - Domenic Barbiero – Westgate Collegiate and Vocational Institute	R. Oikonen	Verbal
5.3 Trustee Character Award - Niall Beatty – Westgate Collegiate and Vocational Institute	J. Playford	Verbal
6. Confirmation of Minutes		
6.1 Standing Committee Meeting - November 8, 2016	G. Saarinen	1-3
7. Business Arising from the Minutes		

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

MATTERS NOT REQUIRING A DECISION

- 8. Information Reports
 - 8.1 Aboriginal Education Advisory Committee Meeting Minutes – September 15, 2016 S. Pharand 4-10
 - 8.2 Aboriginal Education Advisory Committee Meeting Minutes – November 17, 2016 S. Pharand 11-21
 - 8.3 Parent Involvement Committee Meeting Minutes - October 3, 2016 I. MacRae 22-24
 - 8.4 Special Education Advisory Committee Meeting Minutes – October 19, 2016 C. Kappel 25-29
 - 8.5 Special Education Advisory Committee Meeting Minutes – November 16, 2016 C. Kappel 30-33
 - 8.6 Health & Safety Program - Semi-Annual Report (008-17) D. Wright 34-38
 - 8.7 Information Technology – Update Report (009-17) S. Pharand 39-43
- 9. First Reports

MATTERS FOR DECISION:

- 10. Postponed Reports
- 11. Ad Hoc and Special Committee Reports
- 12. New Reports
- 13. New Business
- 14. Notices of Motion
- 15. Information and Inquiries
- 16. Adjournment

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

LAKEHEAD DISTRICT SCHOOL BOARD

MINUTES OF STANDING COMMITTEE

Board Room
Jim McCuaig Education Centre

2016 NOV 08
7:30 p.m.

TRUSTEES PRESENT:

George Saarinen (Chair)
Marg Arnone
Ellen Chambers
Deborah Massaro

Ron Oikonen
Trudy Tuchenhagen
Karen Wilson
Robyn Sulkko (Student Trustee)

TRUSTEE ABSENT, WITH REGRET:

Jack Playford

SENIOR ADMINISTRATION:

Ian MacRae, Director of Education
Sherrilynne Pharand, Superintendent of Education
David Wright, Superintendent of Business

FEDERATION/UNION REPRESENTATIVES:

Kirsti Alaksa, Manager of Financial Services

PUBLIC SESSION:

1. **Approval of Agenda**

Moved by Trustee Massaro

Seconded by Trustee Chambers

“THAT the Agenda for Standing Committee Meeting, November 8, 2016 be approved.”

CARRIED

2. Resolve into Committee of the Whole – Closed Session

Moved by Trustee Wilson

Seconded by Trustee Arnone

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

- *Confirmation of Committee of the Whole – Closed Session Minutes*
 - *September 13, 2016*
- *Legal Matter*
- *Property Matter*

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. Confirmation of Minutes

Moved by Trustee Tuchenhagen

Seconded by Trustee Oikonen

“THAT the Standing Committee approve the Minutes of the Standing Committee Meeting, October 11, 2016.”

CARRIED

5. Lakehead Public Schools International (107-16)

Sherry-Lynne Pharand, Superintendent of Education, introduced My-Tien Nguyen, International Student Coordinator, Estela and Pepe, international students attending at Lakehead Public Schools, and Cindy Lankinen, Canada Homestay Network boarding parent who presented information on *Lakehead Public Schools International*. All trustees' questions were addressed.

6. Legal Representation for 2015-2016 (094-16)

Ian MacRae, Director of Education, presented the report. All trustees' questions were addressed.

7. Special Education Advisory Committee Meeting Minutes – September 21, 2016

Sherry-Lynne Pharand, Superintendent of Education, on behalf of Colleen Kappel, Superintendent of Education, presented the September 21, 2016 minutes for information.

MATTERS FOR DECISION:

8. Policy Review – 3010 Fees (095-16)

Moved by Trustee Oikonen

Seconded by Trustee Massaro

“THAT Lakehead District School Board revoke 3010 Policy and Procedures (Appendix A) as outlined in Report No. 095-16.”

CARRIED

9. Policy Review – 8015 Display of Flags Policy (106-16)

Moved by Trustee Wilson

Seconded by Trustee Massaro

“THAT Lakehead District School Board approve 8015 – Display of Flags Policy, Appendix A to Report No. 106-16.”

CARRIED

10. Information and Inquiries

10.1 Trustee Chambers reported that she and Trustee Arnone attended Kingsway Park Public School’s Treaties Recognition Week assembly, with special guest MP Don Rusnak, on Tuesday, November 8, 2016. Students were very proud to be part of the assembly and to display the birch bark canoe that they are building for their school’s academy, Outdoor Physical & Environmental Education and Arts & Music.

10.2 Chair Massaro and Director MacRae attended Superior Collegiate and Vocational Institutes’ Student Recognition Evening on Wednesday, November 2, 2016. Superior CVI parents were very proud of their children’s accomplishments, with one student receiving the Gold Award for a 95.9% average.

11. Adjournment

Moved by Trustee Arnone

Seconded by Trustee Chambers

“THAT we do now adjourn at 8:23 p.m.”

CARRIED



ABORIGINAL EDUCATION ADVISORY COMMITTEE MINUTES

DATE: Thursday, Sept. 15, 2016, Board Room, Education Centre

MEMBERS PRESENT: Sherri-Lynne Pharand, Dolores Wawia, Pauline Fontaine, Robin Haliuk, Nicole Walter Rowan, Cathy Ferrazzo, Neil Workman, Elyse Big George, Elliott Cromarty, Lawrence Baxter, Dr. Amy Farrell-Morneau, Anika Guthrie, Beverley White-Kokeza, Elder Isabelle Mercier, Brittany Collins - Education Assistant at FWFN, Trustee Ellen Chambers, Jane Lower, Serena Essex, Sharon Kanutski, Suzanne Tardif

ABSENT WITH REGRET: Gerry Martin, Trustee George Saarinen, Rita Fenton, Kathy Beardy

ABSENT: Mike Judge, Trustee Karen Wilson, Donnalee Morettin, Chris Ooshag

GUESTS: Precious Anderson, Rachelle Pelletier, Angela Benedict, Ocean Meekis (student), Brittany Collins (FWFN)

	AGENDA ITEM	DISCUSSION	ACTION
1.	Opening Ceremonies	Sherri-Lynne Pharand called the meeting to order and asked Elder Isabelle Mercier to conduct the opening at 9:35 a.m.	Elder Mercier
2.	Welcome and Introductions	<p>Sherri-Lynne welcomed everyone, including our guests, Precious Anderson, Rachelle Pelletier, Angela Benedict, Brittany Collins and Ocean Meekis. Introductions were made.</p> <p>She thanked Elder Mercier for the opening.</p> <p>Regrets and substitutions were noted and the attendance sheet was circulated.</p>	

	AGENDA ITEM	DISCUSSION	ACTION
3.	Agenda / Minutes		
	3.1 Approval of Agenda – Sept. 15, 2016	Moved by Robin Haliuk and seconded by Pauline Fontaine that the agenda for the Sept. 15th meeting be amended. Carried.	
	3.2 Approval of Minutes – June 9, 2016	Moved by Beverly White-Kokeza and seconded by Suzanne Tardiff that the minutes for the June 9th, 2016 AEAC meeting be approved as written. Carried.	
4.	Correspondence	The correspondence file was circulated.	
5.	Presentations		
	5.1 Summer Camp - Mino Bimaadiziwin	<p>Nicole Walter Rowan and Anika Guthrie opened their presentation with a video which was produced by the Ministry of Education. Following the video, they gave a detailed report outlining the events of the Summer Camp which was held at Lakehead University. This is the second year that LDSB has hosted Mino Bimaadiziwin.</p> <p>It was noted that this camp could not have happened without the support of all partners who gave unselfishly of their time to help out. It takes many supports and partners to make this camp run smoothly and LDSB is very appreciative of the excellent relationship that has been developed with the Thunder Bay Police, the OPP, Lakehead University, The Thunder Bay Indian Friendship Centre and all the mentors. Southern Ontario Boards also sent representatives to the game to learn from us!</p> <p>This year 33 students completed the week long course. The camp was based at Lakehead University but the students spent time at Kingfisher as well, making the connection with the land which is so important. A group of students also received a Gr. 9 Reach Ahead course credit by attending a second week of class workshops following the camp.</p> <p>Willow Fiddler from APTN visited the camp and produced an excellent documentary which was broadcast on APTN National News.</p>	Nicole Walter Rowan Anika Guthrie

	AGENDA ITEM	DISCUSSION	ACTION
		<p>Several committee members shared their children’s experiences with the group. All commented that the children totally enjoyed the experience which helped them build a network of friends and also lead to healing and personal growth.</p> <p>Sherri-Lynne Pharand thanked everyone who was involved in making this camp a success again this year. She expressed her gratitude for the great leadership and partnerships that are investing their time and skills in supporting in Aboriginal Education.</p>	<p>Sherri-Lynne Pharand will write a thank you letter to supporting partners.</p>
	<p>5.2 Four Directions</p>	<p>Jane Lower, Student Success Lead introduced the FNMI Graduation Coaches – Rachelle Pelletier and Precious Anderson</p> <p>She gave detailed information on the background research that preceded the hiring of the FNMI Graduation Coaches, including the trip to Dryden and Sioux Lookout (Sherri-Lynne and Jane) to check out their programs and discuss their success stories.</p> <p>Keiko Kuji-Shikalani, Education Officer, Student Achievement Division, Ministry of Education – Toronto and Kieran McMonagle, FNMI Graduation Coach, Dryden High School helped with interviewing and they continue to be invaluable resources for the team.</p> <p>Rachelle and Precious are working with grade 9 students that have self-identified and they explained their role and what they have worked on since they started their new roles. They gave some examples of problems that have been avoided and/or solved before they become big issues. They will soon be meeting with the students’ families.</p> <p>Lynnita-Jo (Jojo) Guillet, Education Officer - Northwestern Ontario / Thunder Bay Region, Aboriginal Education Office, Ministry of Education expressed her gratitude for the development of the FNMI Graduation Coach positions – to help students work through problems and issues. She will bring this initiative to the attention of her colleagues in the Ministry and help in any way she can.</p> <p>Dolores applauded the excellent things that are happening for native students in Thunder Bay, saying “We are the leading district in Ontario”.</p>	<p>Jane Lower</p>

	AGENDA ITEM	DISCUSSION	ACTION
		All questions were answered.	
6.	Business Arising from the Minutes		
	6.1 PIC	<p>PIC Funding – final report due Aug. 31 The PIC funding will be used to produce a video documentary about “A Day in the Life of a Secondary Student”. It was decided that the video would be produced at the beginning of the school year. We asked for and were granted an extension for spending the PIC funding.</p> <p>Amy gave an update on the camera equipment we are purchasing with the PIC funds and also explained that we would be getting quotes from videographers for the production of the actual video. This information will be brought to the next meeting.</p>	<p>Amy, Nicole, Anika</p> <p>Amy to get quotes and share information at the November meeting.</p>
7.	New Business		
	7.1 Student Representative on AEAC	<p>Sherri-Lynne welcomed Ocean Meekis from Hammarskjold, and thanked her for her interest in attending the AEAC meetings. She explained the role of the student representative and the alternate. Elyse Big George will step into the role of voting student representative, replacing Helaina Kwandibens who graduated in June. Ocean’s name will be forwarded to the Board of Trustees for approval as the alternate student representative.</p>	
	7.2 Native Studies / Native Language Programs for 2016 - 2017	<p>Sherri-Lynne gave a report on the Native Studies and Native Language Programs for 2016 – 2017. She stated that all classes are very full which shows the great interest in Ojibwe and Native Studies. It was noted that there are non-native students taking these classes as well. The Ministry is trying to get a Language Secretariat established. Jo Jo will take our information and needs to the Ministry.</p> <p>Sherri-Lynne is working on some new initiatives and she will have updates at the next meeting.</p> <p>All questions were answered.</p>	<p>Sherri-Lynne to update new initiatives.</p>

	AGENDA ITEM	DISCUSSION	ACTION
	7.3 Treaty Week (Provincial)	<p>In late May, 2016, Nov. 1 – 4 was declared Treaty Week in Ontario. It is important to emphasize that Treaties are living documents.</p> <p>Jo Jo Guillet will send the link that the ministry has to Anika – who will then forward it to staff. Staff and students have already been talking about Treaties. LDSB has always engaged our FN Partners in this teaching. SLP assured AEAC that we wouldn't do anything without discussing it first with FN partners.</p> <p>Sherri-Lynne asked the committee to think of ways we can engage schools during this week? Several suggestions were shared including the Blanket Exercise or Ceremony.</p> <p>Sherri-Lynne noted that we have many resources to draw from and we will bring information that teachers have available for teaching Aboriginal Education to the next meeting. Some of this information is on the website. Jo Jo extended an invitation for those interested to visit the Ministry office as well to see what is available.</p> <p>Anika spoke with the Provincial Office of Indigenous Affairs regarding their involvement during Treaty Days. They are looking to support school boards in hosting "Living Libraries" and they are willing to provide funding (honorarium) to have speakers com to different events happening in our schools. Anika will plan for this, likely with grade 7 students as Treaties fit very well with their social studies curriculum.</p>	<p>Brenda will send the link to Committee members.</p> <p>Copies of materials will be made available for Isabelle to pick up.</p>
8.	Updates		
	8.1 Fall Harvest	The Fall Harvest takes place September 19 – 22 at Fort William Historical Park. There are 30 full classes/groups attending from Lakehead District School Board.	Amy Farrell-Morneau
	8.2 National Aboriginal Day	National Aboriginal Day was held at Prince Arthur's Landing on June 21. The day was very successful again this year.	
	8.3 Self-ID Pamphlets	The Self-ID Pamphlets were distributed to all the schools in time for the start of the 2016-2017 school year. Once they are completed and returned, the information will be entered into Trillium and the pamphlets	

	AGENDA ITEM	DISCUSSION	ACTION
		will then be shredded.	
9.	Information and Inquiries		
	9.1 Festival of Services	On Sept. 21 there will be a 'Festival of Services' held at the CLE ground. This will help students from northern communities so they know what Thunder Bay has to offer.	Sherri-Lynne Pharand
	9.2 NAN – Working Together for Student Success – Sept. 8	NAN hosted a 'Working Together for Student Success' fair on Sept. 8th at Dennis Franklin Cromarty School. We were asked to participate and LDSB did provide some financial support for this event.	Sherri-Lynne Pharand
	9.3 Request for letter of support for Grant for Adult Education Program	<p>Denise Baxter addressed the Committee asking for their support of her grant proposal for the Adult Education Program.</p> <p>Her grant proposal is called <i>"Steps to the Future: Linking Urban Indigenous youth to Education and Employability Skills"</i>.</p> <p>The objective of this Call for Proposal is to provide funding for organizations to deliver a range of activities that enable youth to make more informed career decisions and develop their skills.</p> <p>The goals of the proposal are to obtain OSSD completion, gain employability skills and to provide exploration of and experience in green jobs. The project will support students in gaining experience in green sector fields in our region, provide cultural supports with Traditional knowledge keepers, elders and senators, as well as looking for opportunities in the course content. It will also align with the TRC goals of improving educational outcomes for Indigenous people.</p> <p>The proposal suggests financial supports of \$200 per week. If students are receiving Ontario Works this would be tied into a weekly stipend to assist with expenses.</p> <p>Denise would like to come back and give updates and receive feedback with in the year, if her proposal is granted.</p>	Denise Baxter

	AGENDA ITEM	DISCUSSION	ACTION
		<p>All questions were answered. Moved by Robin Haliuk and seconded by Serena Essex that Sherri-Lynne Pharand write a letter on behalf of AEAC supporting the grant proposal <i>“Steps to the Future: Linking Urban Indigenous youth to Education and Employability Skills”</i>.</p> <p>Carried.</p>	
10.	Closing Ceremonies	Jo Jo Guillet closed the meeting with a prayer.	
11.	Next Meeting:	Thursday, November 17, 2016	
12.	Adjournment:	The meeting adjourned at 12:20 p.m.	



ABORIGINAL EDUCATION ADVISORY COMMITTEE MINUTES

DATE: Thursday, Nov. 17, 2016, Board Room, Education Centre

MEMBERS PRESENT: Sherri-Lynne Pharand, Dolores Wawia, Pauline Fontaine, Nicole Walter Rowan, Cathy Ferrazzo, Elyse Big George, Elliott Cromarty, Dr. Amy Farrell-Morneau, Anika Guthrie, Beverley White-Kokeza, Elder Isabelle Mercier, Brittany Collins - Education Assistant at FWFN, Jane Lower, Serena Essex, Sharon Kanutski, Kathy Beardy, Ocean Meekis (student)

ABSENT WITH REGRET: Gerry Martin, Trustee George Saarinen, Robin Haliuk, Neil Workman, Lawrence Baxter, Trustee Ellen Chambers, Suzanne Tardif, Trustee Karen Wilson, Donnalee Morettin, Chris Ooshag

ABSENT: Mike Judge

GUESTS: Jo Jo Guillet, Dr. John Hodson, Darren Lentz and Claudia Kataquapit (Student President)

	AGENDA ITEM	DISCUSSION	ACTION
1.	Opening Ceremonies	Sherri-Lynne Pharand called the meeting to order and asked Elder Isabelle Mercier to conduct the opening at 9:35 a.m.	Elder Mercier
2.	Welcome and Introductions	<p>Sherri-Lynne welcomed everyone, including our guests Jo Jo Guillet, Dr. John Hodson, Darren Lentz, Prinicipal, Kingsway Park and Claudia Kataquapit, Student President at Kingsway Park. Introductions were made.</p> <p>She thanked Elder Mercier for the opening.</p> <p>Regrets and substitutions were noted and the attendance sheet was circulated.</p>	

	AGENDA ITEM	DISCUSSION	ACTION
3.	Agenda / Minutes		
	3.1 Approval of Agenda – Nov. 17, 2016	Moved by Pauline Fontaine and seconded by Sharon Kanutski that the agenda for the Nov. 17th meeting be approved as written. Carried.	
	3.2 Approval of Minutes – Sept. 15, 2016	Moved by Beverley White-Kokeza and seconded by Pauline Fontaine that the minutes for the Sept. 15, 2016 AEAC meeting be approved as written. Carried.	
4.	Correspondence	The correspondence file was circulated.	
5.	Presentations		
	5.1 Update on the progress of the Biwaase'aa/ Maamaa-wisiwin Project	<p>Dr. John Hodson gave review of the Biwaase'aa project.</p> <p>Biwaase'aa (pronounced BIH-WAH-SAY-AH) was created in 2004 by the Thunder Bay Urban Aboriginal Strategy Management Committee. It was the first of its kind in Canada, designed with a goal to eradicate child poverty by increasing life and living skills amongst children and their families. Originally named the Neighbourhood Capacity Building Project, the program evolved into Biwaase'aa in 2012. Biwaase'aa is a culturally designed program that provides Aboriginal youth aged seven to thirteen (7 to 13) years and their families with a fun opportunity to participate in programs which contribute to their cultural, mental, physical and emotional well-being. These activities provide children, youth and their families with the necessary tools to make healthier lifestyle choices as the youth grow older.</p> <p>He noted that there is a need for more professional development and continued research is crucial to the project.</p> <p>Jo Jo noted that the Ministry is always available for support. She noted that Dr. Hodson's team recently presented to the Ministry at a conference in Toronto and was well received. Cathy Ferrazzo mentioned how well the students at Churchill appreciate the program and that it is well received by the students and staff.</p>	

	AGENDA ITEM	DISCUSSION	ACTION
		<p>All questions were answered.</p> <p>Sherri-Lynne thanked Dr. Hodson for coming and also for working with our students. She asked that he come back and update the committee at a future meeting.</p>	
	5.2 Kingsway Outdoor Education Academy	<p>SLP gave some background info on how the Learning Academies began – how we keep kids excited while providing meaningful experiences. Kingsway Park is one of three schools in the Pilot Project.</p> <p>Darren Lentz and Claudia Kataquapit, student president, presented an in depth report about the work of the Kingsway Learning Academy - Learning in an Indigenous Way – Land, Culture, Community, Language.</p> <p>The first semester will focus on Outdoor, Physical and Environmental Education and the second semester will focus on Arts and Music Academy.</p> <p>Darren noted that all activities are linked to the curriculum and all require partnerships (in semester one there were 14 partners) and building relationships with these partners.</p> <p>The Academy provides experiential learning where students have the opportunity to ‘Participate, Reflect and Apply’.</p> <p>He noted that Justin Trudeau even tweeted about their canoe project (through Mr. Don Rusnak).</p> <p>ALL questions were answered.</p>	
6.	Business Arising from the Minutes		
	6.1 Treaty Week	<p>Nov. 6 – 12 was declared Treaty Week in Ontario.</p> <p>SLP shared information on what each school did during Treaty week.</p> <p>Anika elaborated on each of the activities listed below.</p>	<p>Anika Guthrie</p> <p>Sherri-Lynne Pharand</p>

	AGENDA ITEM	DISCUSSION		ACTION
		Elementary Activities		
		Algonquin Avenue	Gr. 8's to go to Hammarskjold to attend "Living Library"	
		Edgewater Park	Assembly on Tuesday, Nov. 8, and a "promise walk. We will be working with the theme "Connected to the Land, we are one with each other" (Grassy Narrows video "Home to Me"). Doing a schoolyard walk. We will gather around the maple trees in the front of the school to lay down tobacco in thanks. Students will individually complete an eagle feather "promise".	
		Kingsway Park Hyde Park	Special guest MP Rusnak. Plan curriculum-linked learning activities about treaties. MP Rusnak will tour the school with students.	
		McKellar Park Central	Our intermediate students are working on class presentations which include investigations about treaties. It's been great learning for our students.	
		Ogden Community	Sending home a letter to all families asking to let us know where they are from or where they were born so that we can see what Treaty region they fall under. Making stickers for all students and staff that say which Treaty they are a part of. Create a visual graph representation of our students and the Treaties to be displayed in school. Partnering with Biwaase'aa to do a presentation.	
		Woodcrest	All classes to attend Pow Wow Nov. 11 from 12:00 – 1:00 p.m. Focus on the role of Indigenous veterans. Highlight the contributions of Indigenous people in war efforts.	
		Secondary Activities		
		Hammerskjold	Grade 10's and Algonquin Grade 8's – to attend "Living Library" event - speaker Bentley Cheechoo from NAN.	
		Sir Winston Churchill	Workshop with the Canadian Roots Exchange	

	AGENDA ITEM	DISCUSSION	ACTION
	6.2 PIC Report – Amy to report	<p>Jo Jo will share information with the Ministry on what was done and how this will carry forward according to the curriculum links. She asked how the Ministry could help as staff plans for Treaty Week next year. Anika and Amy will meet with her in this regard.</p> <p>All questions were answered.</p> <p>Amy reported that the PIC money was spent to purchase a ‘Go Pro’ to produce “A Day in the Life of a Student”. Once the video is completed, she will share it with AEAC.</p>	<p>Anika Guthrie and Amy Farrell to meet with Jo Jo Guillet</p> <p>Amy Farrell</p>
	6.3 New Initiatives and Research Projects	<p>Sherri-Lynne reported that we are expanding the Native Language Program into Ogden and McKellar for the new year (January 2017). We will also be changing the start grade to grade 4 from grade 6 at Algonquin.</p> <p>SLP shared information about the seven (7) Research Projects that are now taking place in our school board. She explained the projects and their purposes. It was noted that we receive many project proposals and unfortunately we cannot approve all of them as we much have a balance. We choose ones that are beneficial to our students.</p>	Sherri-Lynne Pharand
7.	New Business		
	7.1 Student Voice on Racism	<p>Sherri-Lynne Pharand gave some background information on this topic.</p> <p>Anika shared that there is a Secondary School Senate (one rep from each Elementary School) and now they are developing an Elementary School Senate (15 elementary schools participating this year – all schools were invited) which will transition from gr. 8 to high school. They are hoping to see what students see as their needs and how they will work toward this change. Students were asked to discuss issues, how students can affect change, and how students connect with the adults to see that their issues are addressed.</p> <p>Leslie Hynnes spoke at length about The Unity Project which brought students from various schools in Thunder Bay together to discuss a</p>	<p>Anika Guthrie Leslie Hynnes</p>

	AGENDA ITEM	DISCUSSION	ACTION
		<p>number of topics, including racism. A booklet produced from this conference was made available to committee members.</p> <p>This senate is a natural fit for combining the Youth Advisory Committee and the Senate (run by the LDSB Student Trustee-Robyn Sulkko). Anika is hoping to use students from the summer camp who are becoming mentors.</p> <p>Anika mentioned Harmony Movement (from southern ON) which is a workshop which address stereotype issues – we are sending grade 7 & 8 students to this workshop in February.</p> <p>There is also a Youth Addressing Diversity in Education (YADE) conference coming up as well.</p> <p>At the end of the year, there will be a culmination activity/meeting, with information coming from the student voice i.e. what they think is necessary and how they plan to get there.</p>	
	7.2 Work Plan Summary	<p>Amy went through her copy of the plan and discussed what we have completed and what still needs to be done.</p> <p>A summary is attached with the minutes.</p>	Amy Farrell
	7.3 Success Advisory Committee	<p>Sherri-Lynne asked for a volunteer from AEAC to sit on the Success Advisory Committee. They meet 4 times per year, on Thursdays, from 9 a.m. – 10:30 a.m. The next meeting will be January 12, 2017.</p> <p>Serena Essex volunteered.</p>	
	7.4 Transition Team(s)	<p>We will need a representative from AEAC to sit on the Transition Team(s) for the school renewal project.</p> <p>Two transition teams will be struck:</p> <ol style="list-style-type: none"> 1. Hyde Park and Kingsway and 2. Churchill and Westgate. 	

	AGENDA ITEM	DISCUSSION	ACTION
		Sherri-Lynne asked committee members to consider this and we will ask for delegates at the December meeting.	
	7.5 Request for Donations	<p>AEAC received a letter from Indian Youth Friendship Society asking for a donation for their 44th Annual Children's Christmas Party.</p> <p>Since AEAC is a non-profit group, we are mandated as to how our budget is spent. It was decided that we may want to forward this letter to our schools to see if the schools and/or their staff, or members of AEAC would like to take up the challenge individually.</p>	Leslie Hynnes will forward a copy of the letter to the schools.
8.	Updates		
	8.1 Graduation Coaches / Four Directions	<p>Jane gave an update on the Graduations Coaches Churchill Precious Anderson at Churchill and Rachelle Pelletier at Hammarskjold. They are continuing to support the students to become leaders, and are also working with their families, community partners and education counsellors. In December they will be reaching out to grade 8 students who they will be working with next year in high school to help make the transition to high school move more smoothly.</p> <p>NAN has asked for a presentation on this program at their upcoming conference.</p> <p>Sherri-Lynne commented on how well this program is working and gave kudos to the Ministry for their help. All feedback has been very positive.</p> <p>All questions were answered.</p>	Jane Lower
	8.2 Video Projects	Amy shared information on how she worked with the students on some of the field trips they went on.	Amy Farrell
	8.3 FNMI Presence in Our Schools	Amy has given her revisions to Heather Houston who in turn is working diligently to prepare a draft. Amy asked for 3 or 4 committee members to review the draft (before it is presented to AEAC). She noted that it would be great if a student could help to get their perspective (this would be volunteer hours).	

	AGENDA ITEM	DISCUSSION	ACTION
		The following committee members volunteered to review the draft: Serena Essex Dolores Wawia Kathy Beardy Ocean Meekis Elyse Big George Sharon Kanuski	Amy Farrell to give copies to the volunteers to review.
	8.4 Class Visits	Elder Visits (Felicia Waboose) – spoke to students. Diana Lidemark – went to Churchill – hand drumming and other outreach with classes.	
	8.5 Fall Harvest	800 students from our board attended over the 3 days.	
	8.6 National Aboriginal Day	NAD will be take place at the Marina again this year. There will also be another education day in weeks prior (i.e. early June).	
9.	Information and Inquiries		
	9.1 Media articles	<p>a) Sherri-Lynne shared a newspaper article which was published on November 11 entitled “Students Take on Knowledge of Treaties” and an online response from a resident in BC entitled “Lakehead Public School Principal Perpetuates Racist Ideology”.</p> <p>Sherri-Lynne asked AEAC for guidance on whether a response was warranted. It was noted that AEAC and LDSB support the work done by the principal in question.</p> <p>They felt that a response from an educational perspective was warranted. It would be one of support of what is done in our Board, not a critique of what has been said. This may even be a breach of the Human Rights Code.</p> <p>b) CBC story regarding aboriginal instructors – Sherri-Lynne explained that she will respond if and when she is able to, as it is presently before the Human Rights tribunal. She will ask our Human Resources department to come to the next AEAC meeting to explain our hiring practices.</p>	Sherri-Lynne Pharand

	AGENDA ITEM	DISCUSSION	ACTION
	9.1 AEAC Annual Report	The AEAC Annual Report will be presented at the Board's Annual Meeting on December 6. Sherri-Lynne asked for a volunteer to bring the report forward. Pauline Fontaine will present the report to the Board of Trustees.	Brenda to contact Suzanne Tardif.
	9.2 People for Education Conference	Serena Essex shared comments about the People for Education Conference that she attended. She was proud of our Board as we were well ahead of others in Ontario.	
	9.3 National Gathering for Indigenous Education	Anika Guthrie, Darren Lentz, and Nicole Walter Rowan along with Danielle Blair (Ministry rep.) gave a presentation on Mino Bimaadiziwin, Youth Leadership Camp at the Indspire's 2016 National Gathering for Indigenous Education in Toronto Nov. 3 – 5.	
10.	Closing Ceremonies	Elder Mercier closed the meeting with a prayer.	
11.	Next Meeting:	Thursday, December 15, 2016	
12.	Adjournment:	The meeting adjourned at 12:25 p.m.	

AEAC Work Plan 2014-2016 **New/Proposed Items Update**

These items are completed unless otherwise indicated:

1. Native Language and Native Studies:

- a. CONNECT with Environmental Education resource people at Lakehead University
 - *In-class birch bark basket making with LU at Ecole Gron Morgan (2014)*

2. Indigenous Connections in Science, Math, Physical Education Subject Areas:

- a. Work with researchers and community resources to support embedding Indigenous knowledge within the curriculum and meeting learning needs of Indigenous students
 - i. Specific: Math research project: Connecting Anishinaabe and Western ways of Knowing in Mathematics.
 - *Community advisory groups, PD sessions with teachers, classroom practice – Grade 7/8 class at Kingsway participated in basket construction*
 - *Wild Rice Project in connection with Siene River First Nation & Lakehead University, 2 PD sessions with Grade 9 science teachers.*

3. Elders, Senators and Cultural Knowledge/Resource People:

- a. Resource list of Elders/Cultural Knowledge keepers/artists that teachers can access to find community resources (to be kept private, but release to help with making connections)
 - i. Specific: Suggested to build a list of community organizations with their mandate that could be distributed to schools.
 - *List completed, updated, and shared every year to schools*
- b. INCOMPLETE: Resident Elder or Cultural Resource community member for a family of schools

4. Professional Development & Professional Learning Opportunities:

- a. Indigenous Professional Development
 - i. Strategies for teachers – PD will focus on selected grades in elementary and a subject in secondary to be determined annually
 - ii. Appropriate content resource and materials
 - *Achieving Aboriginal Student Success resource distributed*
 - *many literacy mentor texts also purchased for schools and included in PD sessions*
 - iii. Embed Indigenous knowledge/content into curriculum
 - iv. Specific: Grade 1/2,2 in 2014-2015, Grade 3/4, 4, 4/5 teachers in 2015-2016
 - *Indigenous content expanded to include within Science PD the inclusion of wild rice as science; Physical Education PD with Lacrosse content (2014)*
- b. INCOMPLETE: Surveys
 - i. Teachers: how has the newly revised resource been used; what information is useful

- ii. Teachers: how many access the FPRC and how often? What resources should be added/updated? What would make the FPRC more user friendly or would make you use it more often? Supports needed?
 - *However,*
 - *Aboriginal Presence in Our Schools and FPRC books/texts shared regularly during Indigenous PD*
 - *APIOS and list of FPRC regularly shared at board and publicly attended events*
5. **Extracurricular and Summer Programs:**
- a. **None at the time written**
6. **Outreach (School, Local, and Northern Communities):**
- a. Encourage seat opportunities for Indigenous Trustee and Indigenous student as Trustee
 - b. Aboriginal Transitions for Secondary Service Agreement students
 - i. Grade 9 registration ; Secondary registration; Welcome Booklet; Kindergarten Welcome Booklet; Student supports (Board and School levels; includes the Aboriginal Achievement Tutors, ESL/ELL supports); Parent communication and outreach
 - *Annually updated and shared with northern communities, and local schools and parents/guardians*
 - ii. SPECIFIC: Parent Outreach Toll-free number magnet
 - *Completed in 2015/2016 and shared to northern community parents/guardians and band offices*
 - c. AEAC
 - i. Series of presentations
 - ii. Committee to be comprised of AEAC members and new people for new ideas
 - iii. Promote Aboriginal Education and AEAC in schools, board events, community
 - iv. Maintenance and additions of Aboriginal Education link on Lakehead Public Schools' website
 - *Items one and two are prepared for and sourced throughout the year for every meeting possible*
 - *Items three and four are done throughout the year at every opportunity*
 - v. INCOMPLETE Specific: Kids' page for AEAC (tie together Gron Morgan, Algonquin and secondary schools)
7. **Student and Staff Self-ID:**
- a. **None for this plan**

LAKEHEAD DISTRICT SCHOOL BOARD

MINUTES OF PARENT INVOLVEMENT COMMITTEE

Board Room
Jim McCuaig Education Centre

2016 OCT 3
6:30 p.m.

MEMBERS PRESENT:

Marg Arnone
Jennifer Davis
Jerry DeVries
Julie Gayoski-Luke
Dave Isherwood
Sharon Kanutski
Donica LeBlanc

Ian MacRae
Laura Prodanyk
Laura Sylvestre

RESOURCE:

Judy Hill, Executive Assistant
Bruce Nugent, Communications Officer

MEMBERS ABSENT, WITH REGRET:

Nicole Carlson
Katie Hughdie
Nicole Walter-Rowan
Amanda Wilson

GUESTS:

1. **Call to Order, Welcome and Introductions**

Laura Sylvestre, Chair of PIC, called the meeting to order and introductions were made around the table.

2. **Disclosure of Conflict of Interest**

There were no disclosures of conflict of interest.

3. **Approval of the Agenda**

The agenda was approved by consensus.

4. **Director's Report**

Ian MacRae, Director of Education, advised that the final report of the School Renewal Plan will be presented to Trustees at a Special Board Meeting on Tuesday, October 4, 2016 for decision.

Director MacRae reported that there is a current balance of \$13,499.27 in the Parent Involvement Committee budget. This amount includes a carry forward from 2015-2016 of \$7002.27 and the 2016-2017 allotment of \$6497.00.

5. Confirmation of Minutes

The minutes were confirmed by consensus.

6. People for Education's 20th Annual Making Connections Conference

Chair Sylvestre reported that Serena Essex is registered to attend the People for Education conference in Toronto on November 12, 2016. Serena will provide a follow-up report to members at the next PIC meeting.

7. PIC Communications Ad Hoc Committee Report

Bruce Nugent, Communications Officer, provided an update from the PIC Communications Ad Hoc Committee on the event being held on Monday, October 17, 2016 at the Victoria Inn from 5:30 p.m. – 8:30 p.m. for School Council Chairs, one parent and the Principal. Dr. David Tranter will facilitate a discussion on Supporting School Councils.

8. Summer Programs

Donica LeBlanc, Supervising Principal, Early Learning Lead, provided a brief overview of the summer programs that took place over the course of the summer—Elementary Summer Program, Secondary Credit Recovery/Dual Credit, Focus on Youth Program, Grade 8-9 Reach Ahead and a short video on the Mino Bimaadiizimin summer leadership camp. Donica also shared that Dr. Jean Clinton, Associate Clinical Professor, Department of Psychiatry & Behavioural Neurosciences at McMaster University, will be hosting an event at the Thunder Bay Community Auditorium on Thursday, October 13, 2016 from 7:00 p.m. – 8:30 p.m. on family relationships and connections. Admittance is free and everyone is welcome to attend.

9. Appointments to the 2016-2017 Parent Involvement Committee

The PIC Selection Committee met on September 23 and reviewed applications. All applications were accepted and the committee recommends the following appointments:

- Katie Hughdie, School Council representative (2 years);
- Laura Walker, parent member (2 years); and
- Laura Prodanyk, community representative (1 year).

Vacancies remain for one School Council representative, four School Council alternates, two parent member alternates and two community representatives.

Also recommended for appointment are:

- Serena Essex, Aboriginal Education Advisory Committee alternate representative;
- Julie Gayoski-Luke, teacher alternate member;
- David Isherwood, principal representative;
- Sharon Kanutski, Aboriginal Education Advisory Committee representative;
- Donica LeBlanc, principal alternate representative;
- Michael Otway, Special Education Advisory Committee alternate representative;
- Laura Sylvestre, Special Education Advisory Committee representative; and
- Nicole Walter-Rowan, teacher representative.

Appointments will be recommended at the October 11, 2016 Standing Committee meeting for confirmation by the Board on October 25, 2016.

10. Draft Parent Involvement Committee Annual Report to the Board

Copies of the draft Parent Involvement Committee Annual Report were provided to the members for their feedback. The report will be presented to the Board at its annual meeting in December.

11. Special Education Advisory Committee (SEAC) Report

Laura Sylvestre, Chair of SEAC, reported that their first meeting was held on September 21, 2016. Topics addressed included the introduction of the Special Education team and their roles, housekeeping items, presentation schedule, work plan, goals, advocacy tracking, and the SEAC Kids Page which will be featured in the Chronicle Journal in December. SEAC will host their next meeting on October 19, 2016.

12. Aboriginal Education Advisory Committee (AEAC) Report

Sharon Kanutski, AEAC member, reported that their first meeting was held on September 15, 2016. AEAC has purchased a GoPro for the purpose of recording secondary Aboriginal students participating in in-school and day field trips to share with their parents. November 1 – 4, 2016 has been declared Treaty Week in Ontario. The committee is working on ways to engage schools during this week. AEAC's next meeting will be on November 17, 2016.

13. Next Meeting

The next meeting will be held on Monday, November 21, 2016 at 6:30 p.m.

14. Adjournment

The meeting adjourned at 7:10 p.m.

LAKEHEAD DISTRICT SCHOOL BOARD

SPECIAL EDUCATION ADVISORY COMMITTEE

Jim McCuaig Education Centre
Thunder Bay, Ontario

2016 OCT 19

MEMBERS PRESENT:

Laura Sylvestre (Chair)
Judy Kay (Vice Chair)
Trustee Marg Arnone
Ron Gernat
Angela Hill

Wilma Kleynendorst
Martha Mawakeesic
Mike Otway
Trustee Trudy Tuchenhagen

OTHERS PRESENT:

Colleen Kappel
Theresa Mayer

ABSENT WITH REGRET:

Theresa Graham
Cory Koski
Sheila Marcinyshyn
Kelly Matyasovszky
Liz Tod

1. **Call to Order**

Laura Sylvestre, Chair of SEAC, called the meeting to order and welcomed everyone to the meeting. A roundtable welcome and introductions were made by all in attendance.

2. **Approval of the Agenda**

Moved by Ron Gernat

Seconded by Wilma Kleynendorst

“THAT the agenda for the October 19, 2016 SEAC meeting be approved.”

CARRIED

3. **Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

4. Presentations

4.1 Introduction of the Speech Language Services Team – Theresa Mayer

Theresa Mayer, Special Education Resource Teacher, introduced members of the George Jeffrey Speech Language Services team to SEAC members:

- Tina Bennet;
- Kate Clower;
- Nicole Procopovici; and
- Lisa Caron.

Each member of the Speech Language team shared details of their role with SEAC members. Questions were addressed.

4.2 Attendance Campaign – Colleen Kappel

Colleen Kappel, Superintendent of Education, shared information on an awareness campaign that Lakehead Public Schools will be embarking upon with the Northern Ontario Education Leaders (NOEL) boards. The goal of the campaign will be to increase student attendance and increase awareness of the importance of attending school on a consistent basis. Superintendent Kappel shared information on the strategies that will be used. Questions from members were addressed.

5. Confirmation of Minutes

Moved by Trustee Trudy Tuchenhagen

Seconded by Judy Kay

“THAT the minutes of the September 21, 2016 SEAC Meeting be approved.”

CARRIED

6. Business Arising From the Minutes

6.1 Middle Years Resource Guide

Wilma Kleynendorst, Dilico Anishinabek Family Care representative, provided information on the Middle Years Resource Guide that was recently released. The guide is a resource for parents of children aged 6-11 years old. Hard copies will be provided to community agencies for their waiting rooms. The resource is also available online at the following link: <http://www.middleyearsguidenwo.ca/> The link will be shared with SEAC members and schools.

6.2 2016-2017 SEAC Newsletter Schedule

The 2016-2017 SEAC Newsletter Schedule was circulated to members.

6.3 SEAC Kid's Page Ad Hoc Committee Report

Laura Sylvestre, Chair of SEAC, provided information to members on the SEAC Kid's Page that will be published in The Chronicle Journal on December 26, 2016. Members will be asked to share their agency/organization logo for inclusion on the page. Also included will be the SEAC photo image, photographs of students, and wording to reflect that SEAC Advocates are "Here" for parents/guardians. A draft will be brought to the November 16, 2016 SEAC meeting for review and approval. Questions and suggestions from members were addressed.

7. Correspondence

The correspondence folder was circulated to members.

8. Advocacy Tracking

8.1 SEAC Advocacy Tracking 2016-2017

The advocacy tracking template was circulated to members for completion.

8.2 SEAC Advocacy Information for SEAC Members

Laura Sylvestre, Chair of SEAC, reviewed the SEAC Advocacy Information for SEAC Members document with members.

9. SEAC Work Plan

9.1 2016-2017 SEAC Meetings Travelling Locations

Colleen Kappel, Superintendent of Education, shared information discussed about possible schools to hold SEAC meetings. It was agreed to hold the November 16 meeting at Algonquin Avenue Public School and visit the Multi-Needs Classroom. It was also agreed to hold the February 15, 2017 meeting at Westgate CVI to visit the Special Needs and Multi-Needs Classroom. The School Council will be invited and a general invitation will be published in the November School Newsletter. Colleen Kappel, Superintendent of Education, will follow up with the school principal. Questions from members were addressed.

9.2 Supporting Families in Transition Re: School Renewal

Colleen Kappel, Superintendent of Education, informed SEAC members that there will be three transition committees established. Superintendent Kappel will Chair the Kingsway Park/Hyde Park transition committee and Superintendent Pharand will chair the Sir Winston Churchill/Westgate and Agnew H. Johnston/Edgewater transition committees. Information will be forthcoming. Should members have any suggestions or concerns, they were asked to share that information with Superintendent Kappel.

9.3 Initial Planning – SEAC Guest Speaker Event

Laura Sylvestre, Chair of SEAC, shared information regarding a speaker who she recommended from a session on resiliency that Laura had previously attended. Topics were discussed. Members, by consensus, agreed to hold an evening session for parents/guardians, in Spring 2017 and invite Dr. Tom Managhan to provide a proposal to speak on Mindfulness/Resiliency. Superintendent Kappel will participate in a teleconference with Dr. Managhan and further information will be brought to the November 16, 2016 SEAC Meeting.

10. PIC Report – October 3, 2016 Meeting & PIC Event October 17, 2016

Laura Sylvestre, Chair of SEAC, shared information on items addressed at the October 3, 2016 PIC meeting. Items addressed included: People For Education Conference, Summer Programs, Appointments to PIC for the next term and the report to the Board at the Annual Meeting.

Laura also shared information on the PIC event that took place on Monday, October 17, 2016 at the Victoria Inn. School Council Chairs, Principals, Superintendents and Trustees were in attendance.

The next PIC meeting will take place on November 21, 2016.

11. Information/Inquiries and Association Reports

11.1 Wilma Kleynendorst, Dilico Anishinabek Family Care representative informed members that October is Child Abuse Prevention Month and provided information on the Step Up Campaign.

11.2 Laura Sylvestre, Chair of SEAC, and Autism Ontario representative, provided information on the October 1, 2016 Walk for Autism Awareness. October is Autism Awareness month.

11.3 Angela Hill, Children’s Centre Thunder Bay representative, provided information on the Youth Suicide Community Mobilization project. As part of the project, youth art will be displayed at Thunder Bay Art Gallery January 2017. Further information will be available at a later date.

11.4 Laura Sylvestre, Chair of SEAC, shared that at her children’s school, Administration is, on parent approval, placing a photo of the child and their Student Support Plan. Laura inquired if all schools were participating in this practice. Colleen Kappel, Superintendent of Education indicated that she will follow up.

12. SEAC Budget

Laura Sylvestre, Chair of SEAC, provided the status of the budget.

13. Board Update

Trustee Marg Arnone provided information on the following meetings:

September 27, 2016 Regular Board Meeting

At this meeting the Final Staff Report – School Renewal Plan was presented. Trustees were not permitted to vote on the recommendations at the meeting.

October 4, 2016 Special Board Meeting

Trustees voted on the recommendations contained in the Final Staff Report – School Renewal Plan. The South Side recommendation was approved and the North Side recommendation was defeated. Trustees will meet with Senior Administration and de brief.

October 11, 2016 Standing Committee Meeting

Items addressed at this meeting included:

- Student Transportation Services of Thunder Bay Governance Committee Report;
- Audit Committee Report; and
- Approval of Appointments to the Parent Involvement Committee.

14. Adjournment

Moved by Wilma Kleynendorst

Seconded by Mike Otway

“THAT we do now adjourn at 7:33 p.m.”

CARRIED

LAKEHEAD DISTRICT SCHOOL BOARD

SPECIAL EDUCATION ADVISORY COMMITTEE

Room 4
Algonquin Avenue Public School
160 Algonquin Avenue South
Thunder Bay, Ontario

2016 NOV 16

MEMBERS PRESENT:

Trustee Trudy Tuchenhagen (Acting Chair)
Trustee Marg Arnone
Ron Gernat
Angela Hill

Sheila Marcinyshyn
Kelly Matyasovszky
Liz Tod

OTHERS PRESENT:

Colleen Kappel
Lori Carson
Ellen Kalbus
Todd Miller

ABSENT WITH REGRET:

Theresa Graham
Judy Kay
Wilma Kleynendorst
Mike Otway
Laura Sylvestre

1. **Call to Order**

Trustee Trudy Tuchenhagen, Acting Chair of SEAC, called the meeting to order and welcomed everyone to the meeting.

2. **Approval of the Agenda**

Moved by Ron Gernat

Seconded by Kelly Matyasovszky

“THAT the agenda for the October 19, 2016 SEAC meeting be approved.”

CARRIED

3. **Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

4. Presentations

4.1 Algonquin Multi-Needs Program & Classroom – E. Kalbus & T. Miller

Ellen Kalbus, Multi-Needs Program Teacher, and Todd Miller, Principal, Algonquin Avenue Public School, lead a tour of the Multi-Needs classroom at Algonquin Avenue Public School. Ms. Kalbus and Mr. Miller provided information on the students, programs and staff of the classroom and program. Highlights included a slide show of students in the class and an explanation of the Snoezlen room. A handout of the MN program Mission Statement was provided to members. Questions from members were addressed.

4.2 2016-2017 Operational Plan – Colleen Kappel

Colleen Kappel, Superintendent of Education, shared information on the 2016-2017 Operational Plan Objectives and highlighted the Learning Objectives on mental health, well-being and achievement and engagement of students whose well-being may be at risk. Superintendent Kappel also highlighted the Environment Objective on developing a deeper understanding of equity and inclusive education practices at the school and classroom level. Members were encouraged to review the handout and submit any questions they may have.

5. Confirmation of Minutes

Moved by Angela Hill

Seconded by Trustee Marg Arnone

“THAT the minutes of the October 19, 2016 SEAC Meeting be approved.”

CARRIED

6. Business Arising From the Minutes

6.1 SEAC Kid’s Page Submission

A work in progress SEAC Kid’s page was provided to members. Photographs of students, once taken, will be included on the page. A final draft will be reviewed and approved at the December 14, 2016 SEAC meeting.

6.2 SEAC Guest Speaker Event

Colleen Kappel, Superintendent of Education, informed members that Dr. Tom Managhan declined the offer to facilitate a presentation for SEAC. Superintendent Kappel shared a suggestion from Laura Sylvestre, to invite Donna Fry, from the Ministry of Education to present a session on technology and then hold breakout sessions on various assistive technologies. Members, by consensus, agreed to the suggestion. Preliminary planning will take place and further information will be brought forward to a future SEAC meeting.

Lori Carson, Special Education Officer, shared information on an SSP Leadership opportunity that the board has started, *Special Education Leadership Series for SSPs*. A session was held where a current Lakehead Public Schools student presented to SSPs on how he uses specific technology for his learning in the classroom.

7. Correspondence

The correspondence folder was circulated to members.

8. Advocacy Tracking

The advocacy tracking template was circulated to members for completion.

9. SEAC Annual Report 2015-2016

The draft SEAC Annual report highlighting the 2015-2016 school year was reviewed. The Chair and Vice Chair will present the report at the Lakehead District School Board Annual Meeting on December 6, 2016.

Moved by Ron Gernat

Seconded by Liz Tod

“THAT SEAC approve the Special Education Advisory Committee (SEAC) Annual Report for presentation at the Annual Meeting of the Lakehead District School Board on December 6, 2016.”

CARRIED

10. Information/Inquiries and Association Reports

10.1 Trustee Marg Arnone inquired about the letter from SEAC of the Near North District School Board requesting support regarding a northern representative on the Minister’s Advisory Council on Special Education (MACSE). Superintendent Kappel will obtain clarification and bring information back to the December 14, 2016 SEAC meeting.

10.2 Liz Tod, OPTIONS Northwest representative, provided information on an International Assistive Technology Conference, *Closing the Gap, Assistive Technology in Special Education, Rehabilitation and Everyday Living* that she attended in Minneapolis, MN for five days in October 2016. Ms. Tod shared information on using Microsoft Office 365 for creating inclusive classrooms. Next year’s conference will take place October 18-20, 2017. Lori Carson, Special Education Officer, indicated that in past years Lakehead Public Schools have sent staff members to the conference.

10.3 Lori Carson, Special Education Officer, shared information on the Autism Ontario Summer Transition Program that takes place each summer. Lakehead Public Schools Special Education Department provides support for the program each year. A booklet with photographs from this year’s program was shared and circulated to SEAC members.

11. SEAC Budget

Trudy Tuchenhagen, Acting Chair of SEAC, provided the status of the budget.

12. Policy Review – 8050 Naming and Opening of New or Consolidated Schools

Colleen Kappel, Superintendent of Education, advised that policy and procedures, 8050 Naming and Opening of New or Consolidated Schools is presently being reviewed with input due on Wednesday, December 7, 2016. Members, by consensus, agreed that they would not provide input as a committee to the policy and procedures.

13. Board Update

Trustee Marg Arnone provided information on the following meetings:

October 25, 2016 Regular Board Meeting

Items addressed at this meeting included:

- OPSBA Report;
- Summer Learning Programs K-12;
- Student Success – Technology Education;
- Appointments to the Parent Involvement Committee; and
- Short Term Borrowing Resolution.

November 8, 2016 Standing Committee Meeting

Items addressed at this meeting included:

- Lakehead Public Schools International;
- Legal Representation for 2015-2016;
- Revoking of 3010, Fees Policy; and
- Policy Review, 8015 Display of Flags.

14. Adjournment

Moved by Kelly Matyasovszky

Seconded by Trustee Marg Arnone

“THAT we do now adjourn at 7:16 p.m.”

CARRIED

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2017 JAN 10
Report No. 008-17

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

RE: HEALTH AND SAFETY PROGRAM – SEMI-ANNUAL REPORT

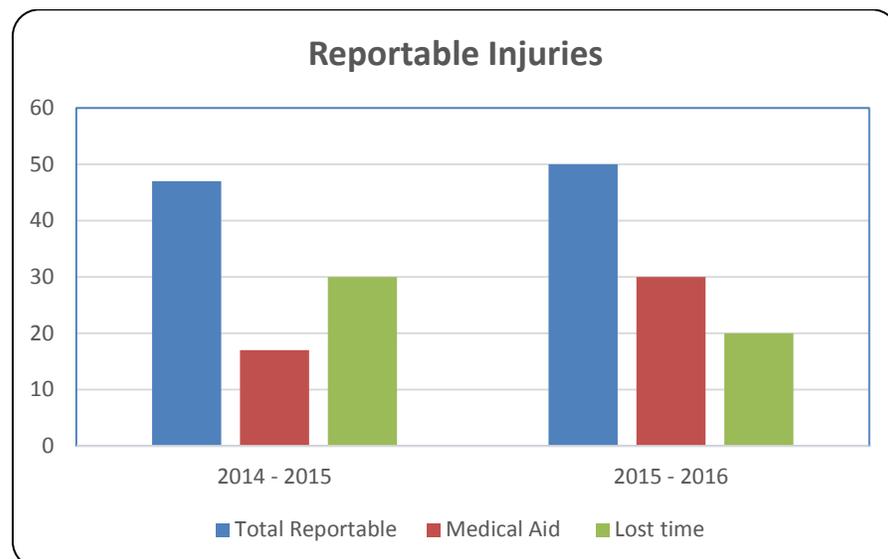
1. Background

This semi-annual report is to inform trustees of the current status of Lakehead District School Board's Health and Safety program and significant related activities. The Occupational Health and Safety Act require directors and officers of corporations to take all reasonable care to ensure that the corporation complies with the Act and its regulations. This report will include the accident statistics for all employee groups during the 2015-2016 year and a brief update to ensure compliance with the various acts and regulations such as but not restricted to the Occupational Health and Safety Act (OHSA), Ontario Fire Code and Health Protection and Promotion Act.

2. Situation

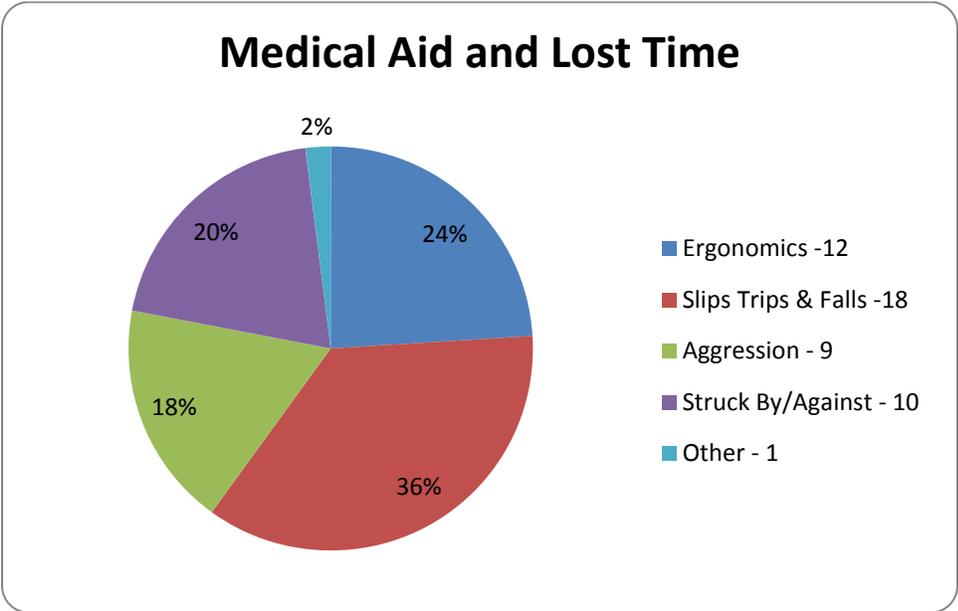
2.1 Accident Statistics

2.1.1 Over the 2015-2016 school year, employees recorded a total of 50 reportable injuries. Reportable injuries are defined as incidents that required medical aid or resulted in lost time. This was up from 47 reported the previous year. The number of incidents requiring medical care was 30 which is an increase from last year's rate of 19 and the number of lost time incidents was 20, down from 30 the previous year. The reportable injuries had an increase of 6.3%.



Lakehead District School Board saw a decrease in the total number of lost time claims in 2015-2016. Ergonomics (overexertion) and slips, trips and falls still remain the highest lost time categories of types of injury. It is important to note that the ergonomics rate has decreased when compared to the previous year.

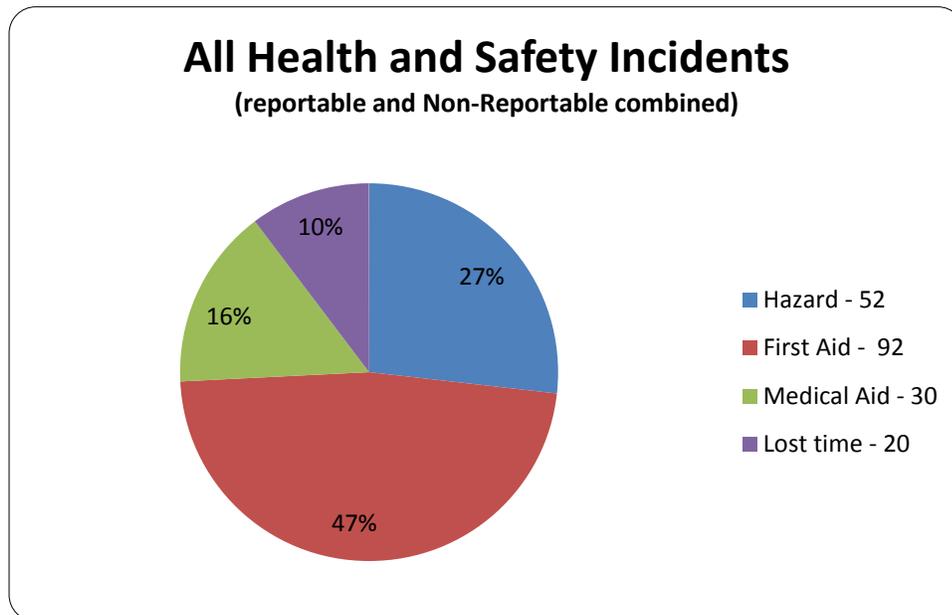
2.1.2 The graph below displays the cause of the injury, the total incidents per category and percent distribution of reportable injuries:



2.1.3 The total reportable injury frequency reflects the combined medical aid and lost time claim frequency compared to the educational peer group across the province, and is based on claims per 100 staff. Lakehead District School Board's frequency rate is 4.52 compared with other boards in Ontario with a frequency rating of 4.27.

2.1.4 The total number of non-reportable incidents for the 2015-2016 school year was 150. Non-reportable injuries are defined as first aids and near misses (hazards). The number of incidents requiring first aid was 92 as opposed to 81 from the previous year. There were also 52 near miss (hazard) incidents reported in this time period.

2.1.5 The graph below displays the cause of the injury, the total incidents per category and percent distribution of all health and safety incidents. (includes all reportable and non-reportable injuries)



3. Health and Safety Initiatives

To decrease our injury rate, the focus is on employee training, signage, equipment testing and hazardous waste disposal.

3.1 Employee Training

The Health and Safety department continues to provide a number of important training sessions throughout the year. The cost for training, including supply staff coverage, is supplied by the Health and Safety department budget.

Classroom Based Learning

3.1.1 First Aid Training

Standard First Aid, CPR/AED training certificates are only valid for three years at which time re-certification is required. First Aid courses were held and a total of 64 employees completed training in the 2015-2016 school year. Most of the sessions this year were full two day certification courses. Each school is well staffed with individuals certified in First Aid.

3.1.2 Joint Health and Safety Committee Certification Training

Each site is required to have a Joint Health and Safety Committee comprised of management and worker members as per the Occupational Health and Safety Act (OHSA). At least one management and one worker member must be certified. To become certified, staff must complete a three day course divided into two parts covering a variety of

topics. This past year, thirteen staff successfully completed the certification course which brings the Board total to 98.

3.1.3 Working at Heights Training (Construction Level)

As of April 1, 2015, employers must ensure that certain workers complete a working at heights training program that has been approved by the chief prevention officer and delivered by an approved training provider before they can work at heights.

This past year, thirty-six staff successfully completed the certification course.

3.2 Online Training

In the fall of 2015, the Board launched a new online training platform. For the period of September 1, 2015 to August 31, 2016 the Board had a total of 7,823 online course completions.

3.2.1 New Staff On-line Training

All new Lakehead School Board employees receive the following mandatory training as part of the onboarding process:

- Workplace Violence and Harassment;
- Workplace Hazardous Material Information System (WHMIS) training;
- Occupational Health and Safety Awareness training; and
- Accessibility for Ontarians with Disabilities Act.

Annually all staff also complete training on Ryan's Law and Sabrina's Law.

3.2.2 Board Wide Training – May 13, 2016

On May 13, 2016, a half day mandatory training health and safety session was completed for the all Board staff. The assigned courses were:

- Student Concussion Policy;
- Concussion Awareness;
- Slips, Trips and Falls;
- Workplace Violence; and
- Violence Reporting Flow Chart Review.

3.3 Equipment Testing

To ensure compliance with the Occupational Health and Safety Act, the health and safety officer coordinates the annual testing and certification of the following:

- forty four overhead cranes, hoists and floor jacks as well as three aerial lift platforms;
- nine mechanical lifts and related equipment used in special needs/multi needs classrooms;
- stage and drama room rigging and lighting in each secondary school;
- chemical fume hoods in the science areas; and
- dust collection and spark detection system's located in all technology classes.

3.4 Sharps Collection Program

Lakehead Public Schools has a sharps collection program for all sites. The program consists of procedures for handling and disposal of sharps. It also included use of a qualified contractor for the safe removal and disposal of the sharps containers from sites. In the 2015-2016 school year the contractor completed 10 collections of sharps containers at varying sites.

4. Conclusion

Lakehead District School Board continues to promote a safe working and learning environment for all staff and students. A continuing commitment to education, training and health and safety promotion will ensure that Lakehead District School Board remains compliant with all acts and regulations and in turn reduce operating costs. This commitment to safety will also make our schools and facilities the best place for students and staff to work and learn.

Respectfully submitted,

KYLE ULVANG
Health and Safety Officer

HELEN VALNYCKI
Manager of Human Resources and Payroll

DAVID WRIGHT
Superintendent of Business

IAN MACRAE
Director of Education

LAKEHEAD DISTRICT SCHOOL BOARD
OFFICE OF THE DIRECTOR OF EDUCATION

2017 Jan 10
Report No. 009-17

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

RE: INFORMATION TECHNOLOGY- UPDATE

1. Background

- 1.1 Information and communications technologies are changing the world in which students live, and changing teaching and learning in schools. In June 2016, Lakehead District School Board's three year Information Technology Plan was completed. The plan included \$3.71 million investment in infrastructure, training, and devices. Some of the goals of this three year plan were to:
- enhance internet and wireless connectivity in all schools;
 - upgrade server and switch technology;
 - develop, support, and promote a Bring Your Own Device policy for students;
 - replace desktop school computer labs with laptops and carts; and
 - infuse significant numbers of devices into classrooms (including laptops, Winbooks, and tablets).

2. Situation

- 2.1 In order to continue to develop the use of technology to enhance student learning, the System Information Technology Committee which consists of senior administration, school administration, teaching staff, Board managers and support staff has updated and renewed the Information Technology plan.
- 2.2 Lakehead District School Board's *Technology Enabled Teaching and Learning* document aligns with the following six competencies as identified by the Ontario Ministry of Education in the new '21st Century Competencies' document:
1. Critical Thinking and Problem Solving;
 2. Innovation, Creativity, and Entrepreneurship;
 3. Learning to Learn / Self-Directed Learning;
 4. Collaboration;
 5. Communication; and
 6. Digital (global) Citizenship.

These competencies support the development of learning in all subject areas, including foundational skills in literacy and numeracy, and apply to both the face-to-face and the online environments.

2.3 The renewed technology plan includes the following mission statement:

Lakehead District School Board will enhance student achievement through the use of technology to expand how, when, and where learning takes place, authentically engage our students, and provide students with the skills to excel in a digital age.

2.4 The updated Information Technology plan is built on the following three pillars:

- Authentic Student Engagement;
- Inspiring and Inspired Teachers; and
- Skills for Digital Age.

2.5 Actions taken to support implementation of the plan include:

2015-2016

- Rollout of Microsoft Office365 software including the availability of licensed software for all staff, students, and families of Lakehead District School Board;
- Purchasing additional hardware including SmartBoards for kindergarten classrooms, and a Winbook pilot for all Grade 8 classes and Grade 9 academic communications classes;
- Training for administrators and teachers on the use of Office365 and other software that supports collaborative teaching and learning;
- Training for all administrators on the use of social media for promoting school events and celebrating student achievement (i.e. Facebook and Twitter);
- Supporting school Information Technology (IT) teams to connect teaching and learning with the use of technology in classrooms to school improvement plans and to support learning in specific content areas; and
- Ensuring continued success of the Inspire Program that over 350 teachers have participated in, completing eight technology training modules to support their practice and providing devices to support the delivery of 21st century teaching and learning skills.

3. Next Steps

3.1 The next steps of the implementation of the plan include the following:

2016-2017

- Implementing Office365 for system-wide communication and collaboration;
- Completing the final transition from GroupWise to Microsoft outlook email client;
- Increasing wireless access and capacity with the addition of access points in every active elementary and secondary classroom;
- Deploying hardware including Winbooks for all Grade 7 and Grade 10 academic communications classes, and iPads to Grade 3 classes;
- Training and implementation of strategies and software for collaborating with students, parents, and the community (i.e. software like SeeSaw for the creation of digital learning portfolios);

- Continuing teacher training through school IT teams, program department, and the Inspire program;
- Expanding student engagement through co-facilitated and sponsored Microsoft Camp21 workshops including Makerspace, Minecraft, virtual reality, coding, Lego robotics, and 3D printing (Appendix A);
- Enhancing the use of communication with social media in all elementary and secondary schools with all schools having Twitter and Facebook accounts;
- Creating an IT newsletter for staff and students;
- Phasing in the replacement of classroom desktop computers with portable devices to provide for more flexible and responsive technology;
- Starting Wave 1 of the Broadband Modernization Program. The Ministry of Education has outlined a multi-year program that will provide school boards with an adequate level of broadband connectivity within their schools. The objective is to ensure schools meet the industry established target of 1 megabit per second per student; and
- Continuing technology-enhanced teaching and learning embedded in School Improvement Plans, classroom practice, and all professional development.

2017-2018

- Continuing support for full implementation of Office365 for system-wide communication and collaboration;
- Implementing Wave 2 of the Broadband Modernization Program;
- Providing additional co-facilitated Microsoft Camp21 technology summit opportunities for students and staff;
- Deploying hardware including Winbooks for all Grade 6 and Grade 11 academic communications classes, and iPads to Grade 2 classes;
- Continuing training and implementation of strategies, software, and websites for communication and collaboration with students, parents, and the community;
- Supporting the integration of coding into program delivery at elementary and secondary levels;
- Developing a landing page for parents to access all of the Board services – i.e. school cash, attendance reporting, online registration, free Microsoft Office 354 software, etc.; and
- Continuing technology enhanced teaching and learning embedded in School Improvement Plans, classroom practice, and all professional development.

3. Conclusion

Student learning in Lakehead District School Board schools is facilitated by skilled staff incorporating sound instructional practice in safe and caring learning environments. In preparing students for the global world, it is vital to develop and support pedagogy that leverages learning technologies to enhance student learning.

The deployment of additional devices into classrooms will facilitate a planned ratio of approximately one device for every three students. Research shows that the ratio of devices to students is not the most significant factor in maximizing the impact of technology in classrooms; rather, teachers and students are enabled through the effective training, implementation, and use of technology, both software and hardware. Lakehead District School Board will ensure our students are prepared for a global world by continuing to build the capacity of our staff and students.

Respectfully submitted,

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CAMP21

Empowering 21st Century Learning

Presented by:
Microsoft Educator Network
Lakehead Public Schools

Saturday, November 19th
Hammarkjold High School

Join us for an interactive professional development event on technology in the classroom. Whether you're a tech novice or expert, this event is designed for K12 educators who are passionate about empowering learning through technology.

Explore, reflect and create with education technology tools, including:

- Sway
- OneNote
- Office 365
- Minecraft: Education Edition
- Skype in the Classroom
- Microsoft Classroom

Registration is **free!** Visit:

www.lakeheadschoools.ca/camp21



Presented by:
Microsoft Educator Network

Lakehead Public Schools

Friday, November 18th (PA Day)

Hammarkjold High School

Ready for an interactive and fun day of learning about the technology in your school and classroom? Whether you're a tech novice or expert, this event is designed for Grade 6-8 students who are passionate about learning through technology.

Transportation from your home school is available and there is no cost for this awesome event. Even lunch is included!

Explore, reflect and create with exciting technology tools, including:

- Office 365 (OneNote, Sway, Classroom)
- Minecraft
- Coding
- MakerSpace, 3D Printing, and Virtual Reality
- Leadership through technology
- Lego Robotics

Registration & Information at:

www.lakeheadschoools.ca/studentcamp21

(registration limited to first 150 applicants)

