



Office of the Director

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

REGULAR BOARD MEETING NO. 2
Tuesday, January 23, 2018
Jim McCuaig Education Centre

Ian MacRae
Director of Education

Deborah Massaro
Chair

AGENDA

PUBLIC SESSION
7:30 p.m. – in the Board Room

	<u>Resource Person</u>	<u>Pages</u>
1. Call to Order		
2. Disclosure of Conflict of Interest		
3. Approval of the Agenda		
4. Resolve into Committee of the Whole – Closed Session		
5. COMMITTEE OF THE WHOLE – Closed Session – 7:00 p.m. (SEE ATTACHED AGENDA)		
6. Report of Committee of the Whole – Closed Session		
7. Delegations/Presentations		
8. Approval of Minutes		
8.1 Regular Board Meeting No. 10 - November 28, 2017	D. Massaro	1-6
8.2 Annual Board Meeting - December 5, 2017	D. Massaro	7-12
9. Business Arising from the Minutes		

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

<u>Resource Person</u>	<u>Pages</u>
----------------------------	--------------

MATTERS NOT REQUIRING A DECISION:

10.	Information Reports		
10.1	Ontario Public School Boards' Association (OPSBA) Report	E. Chambers	Verbal
10.2	Student Trustee Report	L. Naeem	Handout
10.3	Audit Committee Report - January 15, 2018	J. Playford	Verbal
10.4	Health and Safety Program - Semi-Annual Report (013-18)	D. Wright	13-17
10.5	Early Learning (012-18)	S. Pharand	18-20
11.	First Reports		

MATTERS FOR DECISION:

12.	Postponed Reports		
13.	Recommendations from the Standing Committee		
14.	Ad Hoc and Special Committee Reports		
14.1	Establishment of 2018-2019 Budget Committee (014-18)	D. Wright	21

It is recommended that:

1. *Lakehead District School Board establish the 2018-2019 Budget Committee comprised of all trustees.*
2. *The 2018-2019 Budget Committee report its recommendation to the Lakehead District School Board no later than the date provided by the Ministry of Education.*

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

	<u>Resource Person</u>	<u>Pages</u>
15. New Reports		
15.1 Appointments to the Aboriginal Education Advisory Committee (016-18)	S. Pharand	22-23
<p><i>It is recommended that Lakehead District School Board approve the following appointments to the Aboriginal Education Advisory Committee:</i></p> <ul style="list-style-type: none"> • <i>Skylene Metatawabin, Education Partnership Program Liaison – Matawa Education – Alternate Community Agency Member; and</i> • <i>Kristy Boucher, – Parent Member.</i> 		
16. New Business		
17. Notices of Motion		
18. Information and Inquiries		
19. Adjournment		

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



Office of the Director

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

REGULAR BOARD MEETING NO. 2
Tuesday, January 23, 2018
Jim McCuaig Education Centre

Ian MacRae
Director of Education

Deborah Massaro
Chair

AGENDA

COMMITTEE OF THE WHOLE – Closed Session
7:00 p.m. – in the Sibley Room

	<u>Resource Person</u>	<u>Pages</u>
5.1 Approval of Committee of the Whole - Closed Session Minutes		
5.1.1 Regular Board Meeting No. 10 - November 28, 2017	D. Massaro	1-2
5.2 Business Arising from the Minutes		
5.3 Consideration of Reports		
5.3.1 Property Matter	D. Wright	Verbal
5.3.2 Personnel Matter	S. Pharand	Verbal
5.4 Information and Inquiries		
5.5 Rise and Report Progress		

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

LAKEHEAD DISTRICT SCHOOL BOARD

MINUTES OF REGULAR BOARD MEETING NO. 10

Board Room
Jim McCuaig Education Centre

2017 NOV 28
7:30 p.m.

TRUSTEES PRESENT:

Deborah Massaro (Chair)
George Saarinen (Vice Chair)
Marg Arnone
Ellen Chambers

Ron Oikonen
Jack Playford
Trudy Tuchenhagen
Karen Wilson
Lahama Naeem (Student Trustee)

SENIOR ADMINISTRATION:

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

FEDERATION/UNION REPRESENTATIVES:

Derek DiBlasio - Lakehead Principals/Vice Principals
Nicholas Sacevich – Lakehead Principals/Vice Principals
Jim Desaulniers - Manager

PUBLIC SESSION:

1. **Approval of Agenda**

Moved by Trustee Wilson

Seconded by Trustee Oikonen

“THAT the Agenda for Regular Board Meeting No. 10, November 28, 2017 be approved.”

CARRIED

2. Resolve into Committee of the Whole – Closed Session

Moved by Trustee Saarinen

Seconded by Trustee Arnone

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

- *Confirmation of Committee of the Whole – Closed Session Minutes*
 - *Regular Board Meeting No. 9*
 - *October 24, 2017*
- *Finance Matter*
- *Personnel Matter*
- *Legal 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. Report of Committee of the Whole – Closed Session

Moved by Trustee Saarinen

Seconded by Trustee Chambers

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

‘THAT Lakehead District School Board approve the Committee of the Whole – Closed Session Minutes of Regular Board Meeting No. 9, October 24, 2017.’”

CARRIED

5. Approval of Minutes

Moved by Trustee Tuchenhagen

Seconded by Trustee Arnone

“THAT Lakehead District School Board approve the Minutes of Regular Board Meeting No. 9, October 24, 2017.”

CARRIED

MATTERS NOT REQUIRING A DECISION:

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

Trustee Chambers, Ontario Public School Boards' Association Director and voting delegate, informed the Board that she will be attending the next OPSBA Board of Directors Meeting on December 1 – 2, 2017.

7. Student Trustee Report

Lahama Naeem, Student Trustee, provided a handout as her report. Items addressed included: Secondary School Senate Ice Breaker Bowling at Mario's Bowl, Northwestern Ontario Secondary Schools Student's Association (NWOSSA) Annual Student Council Executive Convention (SCEC) at Hammarskjold High School, and the Elementary School Senate Meeting.

8. Audit Committee Meeting – November 27, 2017

Trustee Playford, Chair of the Audit Committee, provided a verbal report highlighting the November 27 Audit Committee meeting. All trustees' questions were addressed.

9. Audit Committee Annual Report – August 31, 2017

Trustee Playford, Chair of the Audit Committee, presented this report.

10. Lakehead Public Schools International (083-17)

Sherri-Lynne Pharand, Superintendent of Education, introduced My-Tien Nguyen, International Student Coordinator, Quynh, an international student attending at Lakehead Public Schools, and Robin Orr, Canada Homestay Network boarding parent, who presented information on *Lakehead Public Schools International*. All trustees' questions were addressed.

11. Aboriginal Education Advisory Committee Meeting Minutes – September 7, 2017

Sherri-Lynne Pharand, Superintendent of Education, presented the September 7, 2017 meeting minutes for information.

12. Parent Involvement Committee Meeting Minutes – October 2, 2017

Ian MacRae, Director of Education, presented the October 2, 2017 meeting minutes for information.

MATTERS FOR DECISION:

13. Recommendations from the Standing Committee (082-17)

Naming of the New Elementary School Ad Hoc Committee (079-17)

Moved by Trustee Saarinen

Seconded by Trustee Arnone

“THAT Lakehead District School Board appoint Trustee Chambers and Trustee Playford to the Naming of the New Elementary School Ad Hoc Committee.”

CARRIED

14. Recommendations from the Standing Committee (082-17)

Policy Review – 8012 Fundraising in the Schools (076-16)

Moved by Trustee Saarinen

Seconded by Trustee Chambers

“THAT Lakehead District School Board reschedule the review of 8012 Fundraising in the Schools Policy from the 2020-2021 school year to the 2017-2018 school year.”

CARRIED

15. Recommendations from the Standing Committee (082-17)

Approval of Appointment to the Special Education Advisory Committee (SEAC) (075-17)

Moved by Trustee Saarinen

Seconded by Trustee Tuchenhagen

“THAT Lakehead District School Board approve the appointment of Danielle Miller as a north side community representative to the Special Education Advisory Committee for the term ending November 30, 2018.”

CARRIED

16. Recommendations from the Standing Committee (082-17)

Policy Review – 8011 Use of School Buildings, Facilities and Grounds (073-17)

Moved by Trustee Saarinen

Seconded by Trustee Playford

“THAT Lakehead District School Board approve 8011 Use of School Buildings, Facilities and Grounds Policy, Appendix A to Report No. 073-17.”

CARRIED

17. Recommendations from the Audit Committee (091-17)

Audit Committee Summarized Annual Report - August 31, 2017 (089-17)

Moved by Trustee Playford

Seconded by Trustee Arnone

“THAT Lakehead District School Board:

1. *Approve the Audit Committee Summarized Annual Report as outlined in Appendix A to Report No. 089-17 and*
2. *Forward the report to the Ministry of Education.”*

CARRIED

18. Recommendations from the Audit Committee (091-17)

2016-2017 Audited Financial Statements (090-17)

Moved by Trustee Playford

Seconded by Trustee Arnone

“THAT Lakehead District School Board approve the August 31, 2017 audited financial statements as outlined in Report No.090-17, 2016-2017 Audited Financial Statements.”

CARRIED

19. Cancellation of Regular Board Meeting - December 19, 2017 (072-17)

Moved by Trustee Wilson

Seconded by Trustee Oikonen

“THAT Lakehead District School Board cancel the December 19, 2017, Regular Board meeting.”

CARRIED

20. By-Law No. 114 – 2018 Tax Levy (077-17)

Moved by Trustee Saarinen

Seconded by Trustee Oikonen

“THAT Lakehead District School Board approve By-law No. 114 – 2018 Tax Levy (Appendix A) authorizing the 2018 tax levy at the prescribed rates set by Ontario Regulation 400/98 as amended, as outlined in Report No. 077-17.”

CARRIED

21. Information and Inquiries

- 21.1 Communications Officer Nugent reported that he attended the Leadership Thunder Bay meeting on November 21 where Lakehead District School Board was presented with the Chair of the Board Award.

21.2 Trustee Arnone reported that she attended Sir Winston Churchill Collegiate and Vocational Institute Celebration of Excellence on November 22 and attended at Kingsway Park Public School on November 23 for the unveiling of the outdoor classroom that was constructed by students from Queen Elizabeth District High School in Sioux Lookout.

21.3 Trustee Chambers reported that she will be attending the Anti-Racism Directorate Conference in Toronto on December 1.

21.4 Trustee Playford reported that he attended Hammarskjold High School's Student Achievement Night on November 15.

22. Adjournment

Moved by Trustee Saarinen

Seconded by Trustee Wilson

"THAT we do now adjourn at 8:35 p.m."

CARRIED

LAKEHEAD DISTRICT SCHOOL BOARD

MINUTES OF ANNUAL BOARD MEETING

Board Room
Jim McCuaig Education Centre

2017 DEC 05
6:00 p.m.

TRUSTEES PRESENT:

Marg Arnone
Ellen Chambers
Deborah Massaro
Ron Oikonen

Jack Playford
George Saarinen
Trudy Tuchenhagen
Karen Wilson
Lahama Naeem (Student Trustee)

SENIOR ADMINISTRATION:

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

FEDERATION/UNION REPRESENTATIVES:

Kirsti Alaksa, Manager

PUBLIC SESSION:

1. **Call to Order**

Ian MacRae, Secretary of the Board, called the meeting to order and reviewed the procedures for the meeting.

2. **Introduction of Scrutineers**

Colleen Kappel, Superintendent of Education, and Sherri-Lynne Pharand, Superintendent of Education, were introduced as the scrutineers for elections.

3. Election of Chair of the Board

Ian MacRae, Secretary of the Board, announced the pre-nomination of Trustee Massaro by Trustee Arnone. Trustee Massaro accepted the nomination. Further nominations were called for from the floor. Trustee Saarinen nominated Trustee Playford. Trustee Playford accepted the nomination. Further nominations were called for from the floor. There were no further nominations.

Moved by Trustee Tuchenhagen

Seconded by Trustee Wilson

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

CARRIED

The scrutineer and her assistant conducted the election for the Office of Chair of the Board between Trustee Massaro and Trustee Playford. There was a tie vote and a drawing of lots was required. In accordance to section 3.3.5.5 of the 2014 Procedural By-Law, ballots were prepared. There were two drawing of lots. Trustee Massaro was declared the winner.

Trustee Massaro was declared chair of the Board. Trustee Massaro assumed the chair.

Chair Massaro thanked the Board for the opportunity to serve as chair of the Board.

4. Election of Vice Chair of the Board

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

Moved by Trustee Chambers

Seconded by Trustee Oikonen

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

CARRIED

The scrutineer and her assistant conducted the election for the Office of Vice Chair of the Board between Trustee Saarinen and Trustee Arnone. There was a tie vote and a drawing of lots was required. In accordance to section 3.3.5.5 of the 2014 Procedural By-Law, ballots were prepared. After the first round of drawing lots, there was a tie. New ballots were prepared. Upon the second drawing of lots, Trustee Arnone was declared the winner.

Trustee Arnone was declared vice chair of the Board.

Vice Chair Arnone thanked the Board for the opportunity to serve as vice chair of the Board.

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

Chair Massaro announced the pre-nominations of Trustee Arnone by Trustee Wilson and Trustee Chambers by Trustee Playford for the position of member of the Coordinating Committee. Trustee Arnone requested her nomination be withdrawn as she will be a member of the Coordinating Committee due to her new position as vice chair of the Board. Trustee Chambers asked to be the alternate member of the Coordinating Committee. Further nominations were called for from the floor. Trustee Saarinen nominated Trustee Tuchenhagen. Trustee Tuchenhagen declined the nomination. Trustee Tuchenhagen nominated Trustee Saarinen. Trustee Saarinen accepted the nomination. There were no further nominations.

Moved by Trustee Tuchenhagen

Seconded by Trustee Wilson

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

CARRIED

Trustee Saarinen was acclaimed as member of the Coordinating Committee.

Chair Massaro called for nominations from the floor. Trustee Tuchenhagen nominated Trustee Chambers for the position of alternate member of the Coordinating Committee. Trustee Chambers accepted the nomination. Further nominations were called for from the floor. There were no further nominations.

Moved by Trustee Arnone

Seconded by Trustee Saarinen

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

CARRIED

Trustee Chambers was acclaimed as alternate member of the Coordinating Committee.

6. Motion to Destroy Ballots

Moved by Trustee Chambers

Seconded by Trustee Oikonen

“THAT the ballots for the elections at the Annual Meeting, December 5, 2017 be destroyed.”

CARRIED

7. Aboriginal Education Advisory Committee Annual Report (005-18)

Sherrilynne Pharand, Superintendent of Education and Co-Chair, Aboriginal Education Advisory Committee, presented the annual report on behalf of Dolores Wawia, Co-Chair, Aboriginal Education Advisory Committee. All trustees' questions were addressed.

Moved by Trustee Arnone

Seconded by Trustee Wilson

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

CARRIED

8. Special Education Advisory Committee Annual Report (003-18)

Colleen Kappel, Superintendent of Education, presented the annual report and committee work plan on behalf of Kelly Matyasovszky, Vice Chair, Special Education Advisory Committee and Laura Sylvestre, Chair, Special Education Advisory Committee. All trustees' questions were addressed.

Moved by Trustee Oikonen

Seconded by Trustee Tuchenhausen

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

CARRIED

9. Parent Involvement Committee Annual Report (002-18)

Bruce Nugent, Communications Officer, presented the annual report on behalf of Jennifer Davis, Vice Chair, Parent Involvement Committee, and Laura Sylvestre, Chair, Parent Involvement Committee. All trustees' questions were addressed.

Moved by Trustee Arnone

Seconded by Trustee Tuchenhausen

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

CARRIED

10. Thunder Bay Public Library Board Annual Report (006-18)

Pat Johansen, Lakehead District School Board Appointee to the Thunder Bay Public Library Board, presented the annual report. All trustees' questions were addressed.

Moved by Trustee Saarinen

Seconded by Trustee Wilson

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

CARRIED

11. Trustee Appointments to Board Committees – 2018 (004-18)

Moved by Trustee Saarinen

Seconded by Trustee Playford

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

CARRIED

12. Director's Annual Report 2016-2017 (001-18)

Ian MacRae, Director of Education, presented a summary of his report. The Director thanked Senior Administration, their Executive Secretaries, Judy Hill, Executive Assistant to the Director, Bruce Nugent, Communications Officer, and Heather Houston, Desktop and Graphics Technician, for their work over the past year. All trustees' questions were addressed.

Moved by Trustee Chambers

Seconded by Trustee Oikonen

"THAT Lakehead District School Board receive the Director's Annual Report 2016-2017."

CARRIED

13. 2017-2018 Director's Action Plan (007-18)

Ian MacRae, Director of Education, presented this information report.

Moved by Trustee Wilson

Seconded by Trustee Chambers

"THAT Lakehead District School Board receive the 2017-2018 Director's Action Plan."

CARRIED

14. Adjournment

Moved by Trustee Saarinen

Seconded by Trustee Arnone

"THAT we do now adjourn at 7:20 p.m."

CARRIED

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2018 JAN 23
Report No. 013-18

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

RE: HEALTH AND SAFETY PROGRAM – SEMI-ANNUAL REPORT

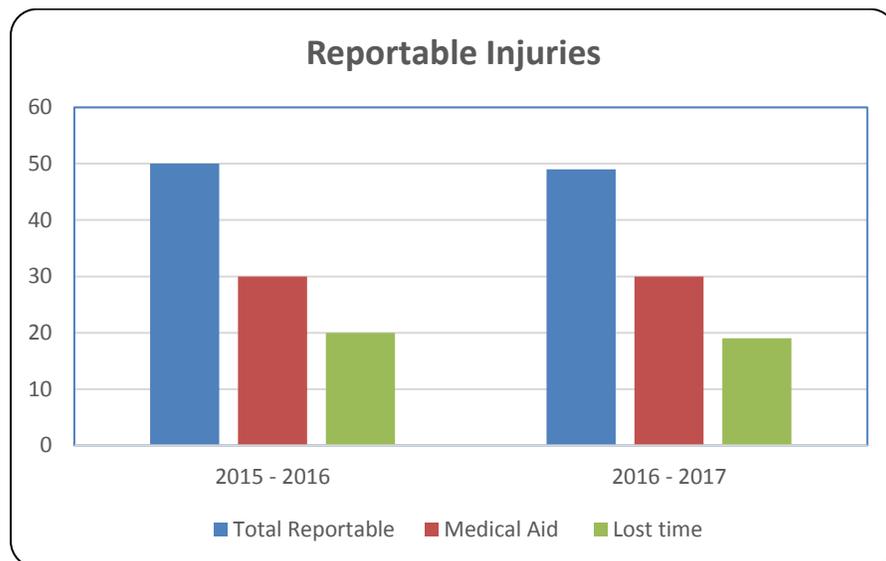
1. Background

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 requires directors and officers of corporations to take all reasonable care to ensure that the corporation complies with the Act and its regulations. This board report will include the accident statistics for all employee groups during the 2016-2017 school 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

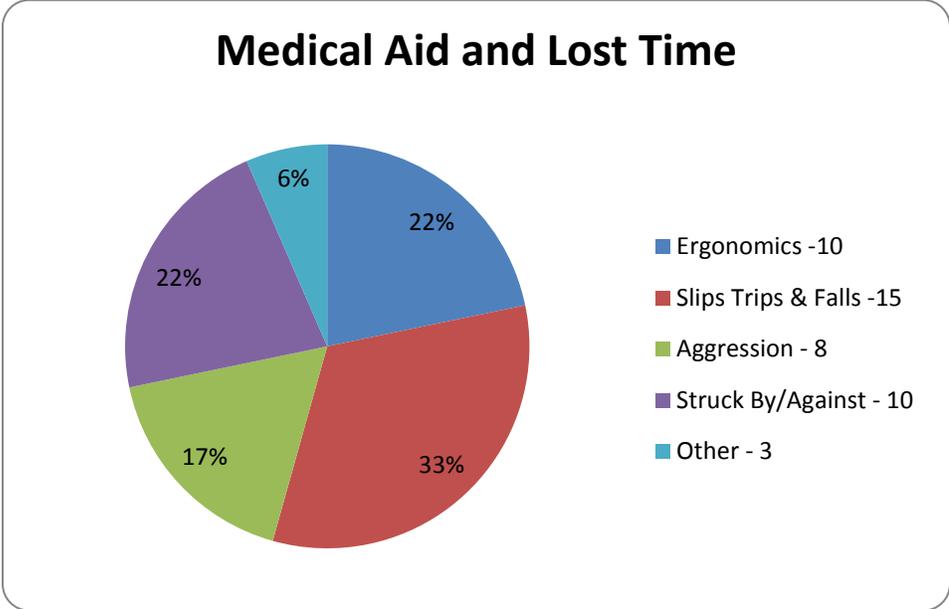
2.1 Accident Statistics

2.1.1 Over the 2016-2017 school year, employees recorded a total of 49 reportable injuries. Reportable injuries are defined as incidents that required medical aid or resulted in lost time. This was down from 50 reported the previous year. The number of incidents requiring medical care was 30, which, is the same as last year's rate of 30. The number of lost time incidents was 19, down from 20 the previous year. The reportable injuries had a decrease of two percent.



Lakehead District School Board saw a decrease in the total number of lost time claims in 2016-2017. Ergonomics (overexertion) and slips, trips and falls and struck by/against were the highest lost time categories of types of injury. It is important to note that both ergonomics and slips, trips and falls injury rate has decreased when compared to the previous year.

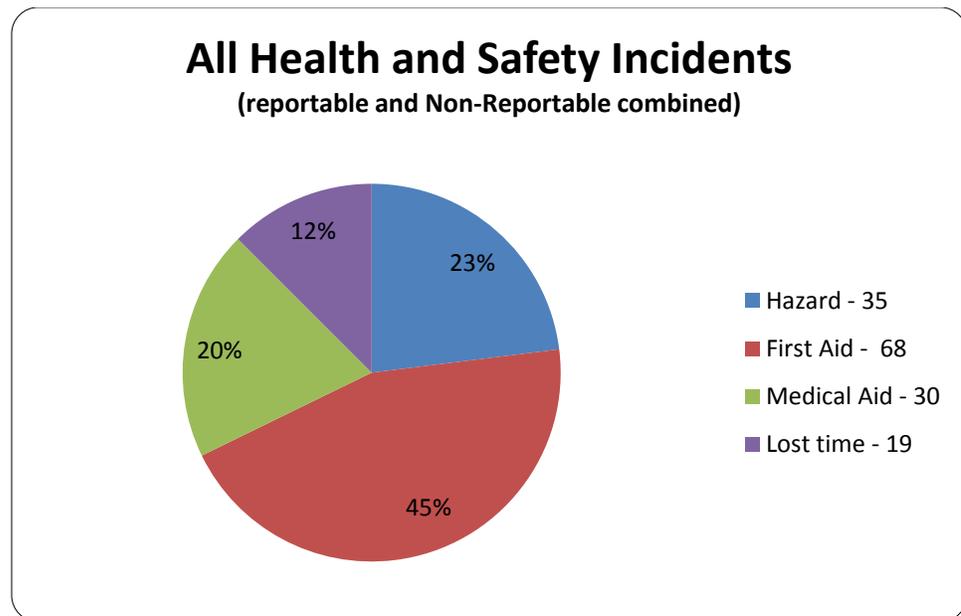
2.1.2 The graph below displays the cause of the injury, the total incidents per category and percent distribution of reportable injuries.



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 4.56 compared with other boards in Ontario with a frequency rating of 4.04.

2.1.4 The total number of non-reportable incidents for the 2016-2017 school year was 103. Non-reportable injuries are defined as first aids and near misses (hazards). The number of incidents requiring first aid was 68 as opposed to 92 from the previous year. There were also 35 near miss (hazard) incidents reported in this 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 71 employees completed training in the 2016-2017 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 four day course divided into two parts covering a variety of topics. This past year, six staff successfully completed the certification course.

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.

For this past year, sixty-nine staff successfully completed the certification course.

3.1.4 COPE Ergonomics Session

On August 29, 2017, an ergonomist with the Occupational Health Clinics for Ontario Workers (OHCOW) presented on the topic of office ergonomics specifically for COPE union members.

It was a one and a half hour presentation which provided information regarding how to recognize and avoid ergonomic risk factors associated with working in an office type setting and tips on how to correctly set up your own office workstation.

3.2 Online Training

In the fall of 2015, the Board launched a new online training platform. For the period September 1, 2015 to August 31, 2016, the Board had a total of 10,689 online course completions.

3.2.1 New Staff On-line Training

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

- Workplace Violence and Harassment;
- Workplace Hazardous Material Information System (WHMIS 2015) training (New 2016/2017);
- Occupational Health and Safety Awareness training;
- Accessibility for Ontarians with Disabilities Act;
- Concussion Awareness (New 2016/2017);
- Student Concussion Management Policy (New 2016/2017);
- Ryan's Law (New 2016/2017); and
- Sabrina's Law (New 2016/2017).

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

3.2.2 WHMIS 2015

The national standard Canada uses to classify, label, and communicate information about hazardous products in the workplace, known as WHMIS or WHMIS 1988, is undergoing a multi-year transition that will align it with a global system. The updated system is known as the Globally Harmonized System for the Classification and Labelling of Chemicals (GHS). In Canada, it is simply referred to as WHMIS 2015. The Board issued the WHMIS 2015 online training course on September 5, 2017 to ensure the staff are informed of the changes and requirements.

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 systems located in all technology classes.

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 PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2018 JAN 23
Report No. 012-18

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

RE: EARLY LEARNING

1. Background

- 1.1 The Lakehead District School Board, in its Strategic and Operational Plans, identifies the commitment to high levels of personal and academic excellence for every student as well as a continued commitment to student success. Success in school in the early years can impact and predict future success; therefore, early learning programs must provide strong foundational skills.
- 1.2 *The Kindergarten Program, 2016* was released in September 2016 and sets out the principles, expectations for learning and pedagogical approaches that are developmentally appropriate for four and five-year old children.
- 1.3 *Growing Success, The Kindergarten Addendum, 2016* was released in September 2016 and describes the policy for assessment, evaluation and reporting for Kindergarten.
- 1.4 Early Development Instrument (EDI) data, 2014-2015 indicates that in Thunder Bay there is an increased percentage of vulnerability for children in the following domains: Physical Health Well-Being, and Communication Skills and General Knowledge. This data collection is implemented every three years with the next implementation being in the spring of 2018.
- 1.5 The Lakehead District School Board encourages effective and efficient supports and services for students and families by enhancing communication through the strengthening of community relationships. We continue to consult with our local District Social Services Administrative Board (DSSAB) in relation to providing child care services in our schools.

2. Situation

- 2.1 In order to support strategic planning, program quality and evaluation, and communication, the Ministry of Education has continued to fund a full-time Early Years position for the 2017-2018 school year.
- 2.2 Training for new to Kindergarten teachers, early childhood educators and Kindergarten planning time teachers, was provided to *introduce The Kindergarten Program, 2016* and the *Growing Success, the Kindergarten Addendum, 2016*.

- 2.3 A K-4 Pilot Mathematics Project has been planned for the 2017-2018 school year. This is a cross grade early intervention project that focusses on strategies that build a successful foundation in mathematics by Grade 4 and beyond.
- 2.4 This is an Early Development Instrument (EDI) cycle year. The EDI collection of data will be completed in March 2018.
- 2.5 Kindergarten registration week will begin on Monday, February 5, 2018 at the Valhalla Inn with an Open House event. On Wednesday, February 7, 2018, each school will host an Open House registration evening. Our Year 2 French Immersion information nights will be held Tuesday, January 30, 2018 at Claude E. Garton Public School, Wednesday, January 31, 2018 at Ecole Gron Morgan Public School and Thursday, February 1, 2018 at Agnew H. Johnston Public School. Parents are welcome to register their child(ren) at any time.
- 2.6 Early Years' Experience data collection will be added to the registration process for our Kindergarten registration for the upcoming school year. The information collected will focus on child care experiences of our new Year 1 and Year 2 students. This information is voluntary and will be collected by the Ministry of Education to help in understanding how families access programs and services in their communities and in understanding the impact of early years experiences on children's outcomes.
- 2.7 There are new child care opportunities in Lakehead Public Schools. A before and after school program will be starting in January at Crestview Public School and a full child care facility has been approved for our new elementary school.
- 2.8 Partnership professional development has taken place with our community partners in some schools that house Kindergarten programs and a child care. The schools included this year were St. James Public School, Woodcrest Public School, Nor'wester View Public School and Vance Chapman Public School. These teams set goals for working in partnership within the four schools.

3. Next Steps

- 3.1 To continue to support educators and administrators in providing exemplary Kindergarten programming.
- 3.2 The K-4 Pilot Mathematics Project will get underway.
- 3.3 To train Kindergarten teams for the implementation of the 2018 EDI.
- 3.4 To continue partnership learning by bringing together all Kindergarten teams with the child care partners in their schools in the upcoming school year and setting goals for integrating their services.
- 3.5 To share information regarding the Early Years Experience addendum to the registration process with staff and parents.
- 3.6 To work with community partners to meet regulations that require before and after school programs for four to twelve year olds at every publicly funded school serving children from JK – Grade 6 where there is sufficient demand.

Conclusion

Lakehead District School Board believes in students having the best start possible in their lives. When the introduction to school is an enjoyable experience, children are naturally inclined to learn and are eager to be part of the school experience. Lakehead District School Board recognizes positive experiences in early childhood as a priority as they set the foundation of lifelong learning, behavior, health and well-being.

Respectfully submitted,

DONICA LEBLANC
Supervising Principal – Early Learning Lead

SHERRI-LYNNE PHARAND
Superintendent of Education

IAN MACRAE
Director of Education

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2018 JAN 23
Report No. 014-18

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

RE: ESTABLISHMENT OF 2018-2019 BUDGET COMMITTEE

1. Background

In order to finance operations of the Board and to ensure effective stewardship of Board resources for the fiscal year 2018-2019, the Ministry of Education requires that the Board's annual budget be submitted to the Ministry on or before a date specified by the Ministry, expected to be June 30, 2018.

2. Situation

2.1 The Budget Committee is an Ad Hoc Committee comprised of all trustees of the Board.

2.2 According to the Lakehead District School Board 2014 Procedural By-Law, section 5.5, *"The initial meeting of an Ad Hoc or Special Committee shall be called by the Secretary of the Board, within two weeks of the resolution appointing such committees."*

2.3 At the first meeting of the 2018-2019 Budget Committee, a chair and vice chair will be elected.

2.4 The 2018-2019 Budget Committee shall report its recommendation to the Board no later than the date provided by the Ministry of Education.

RECOMMENDATION

It is recommended that:

1. Lakehead District School Board establish the 2018-2019 Budget Committee comprised of all trustees.
2. The 2018-2019 Budget Committee report its recommendation to the Lakehead District School Board no later than the date provided by the Ministry of Education.

Respectfully submitted,

DAVID WRIGHT
Superintendent of Business

IAN MACRAE
Director of Education

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2018 JAN 23
Report No. 016-18

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

RE: APPOINTMENTS TO THE ABORIGINAL EDUCATION ADVISORY COMMITTEE

1. Background

1.1 According to Lakehead District School Board 8061 Aboriginal Education Advisory Committee Procedures section 4.4, selection of the members of the Aboriginal Education Advisory Committee “will be managed by the director or designate with responsibilities for the Aboriginal Education Advisory Committee and will be approved by the Board.”

1.2 In accordance with the 8061 Aboriginal Education Advisory Committee Procedures, the committee shall be composed of the following:

- six parents/guardians who are of Aboriginal ancestry, are public school supporters and have children enrolled in the Lakehead District School Board;
- three members appointed by the Board with preference given to candidates who:
 - (i) are of Aboriginal ancestry and have demonstrated interest in the education of Aboriginal students; and
 - (ii) are members of agencies or groups that provide services to Aboriginal people;
- a youth of Aboriginal ancestry presently enrolled in a secondary school program;
- a trustee of the Board;
- the director of education or designate; and
- a principal or vice principal.

2. Situation

Recruitment of committee members is on-going to bring the membership to a full complement. One application was received for an alternate community agency member and one for a parent member.

RECOMMENDATION

It is recommended that Lakehead District School Board approve the following appointments to the Aboriginal Education Advisory Committee:

- Skylene Metatawabin, Education Partnership Program Liaison – Matawa Education – Alternate Community Agency Member; and
- Kristy Boucher,
– Parent Member.

Respectfully submitted,

SHERRI-LYNNE PHARAND
Superintendent of Education

IAN MACRAE
Director of Education