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Special Education Advisory Committee



The Role of SEAC Community Representative

The SEAC community representative (alternative representative) position provides an opportunity for parents/guardians of students with special education needs and members of the community interested in special education to provide input to Lakehead District School Board (LDSB) about its special education programs and services. Community representatives are expected to provide the perspective of families whose children have special education needs and attend LDSB schools in the area of Thunder Bay. Most successful applicants have been active on School Councils or may connect with local community groups of diverse cultural backgrounds.

Community representatives attend all SEAC meetings as voting members. Community alternates are encouraged to attend meetings, but may only participate as voting members when covering for an absent representative. SEAC meetings are held at 6:00 p.m. on the third Wednesday of the month, in the Board Room at the Jim McCuaig Education Centre, 2135 Sills Street, Thunder Bay, ON.

Membership Selection

At Lakehead Public Schools, up to two community representatives and matching alternates may be appointed by the Board. In accordance with Regulation 464/97 under the Education Act, which covers the work and function of SEAC, the Board may appoint as community representatives, applicants who are not representatives of a local association/agency, and not members of the Trustees of the Board.

Nominees must:

- be Canadian citizens aged 18 or older;
- be public school electors residing within the jurisdiction of Lakehead District School Board; and
- not be employed by the Lakehead District School Board in any capacity.

In addition to these requirements, the Board takes the following factors into consideration when appointing SEAC community representatives and alternates:

- reflecting diversity;
- a global perspective;
- a genuine interest in special needs students and special education programming;
- the ability to participate as a team player;
- good communication skills; and
- a varied background which is likely to compliment the knowledge and skill set of the SEAC Associations represented.

Self-Nomination Process

Lakehead Public Schools invites interested members of the school community to self-nominate to become the SEAC community representative or the alternate representative for the North Side or South Side.

Self-nominations will be considered by the Board as vacancies arise. Appointed candidates serve in a volunteer capacity as either the representative or alternate representative for the community. The term of office coincides with the term of office of elected Trustees of the Board.

If you are interested, please complete the following form and return it as directed.

Nominations will be considered for vacancies as they arise.



SELF-NOMINATION - COMMUNITY REPRESENTATIVE



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Parents/Guardians are requested to use this form for the purpose of nominating and/or self-nominating community representatives to the Special Education Advisory Committee of the Lakehead District School Board. Nominations will be welcomed in person, by fax, or via email to

Christine Jones | Office of the Superintendent
Jim McCuaig Education Centre
2135 Sills Street Thunder Bay ON P7E 5T2

Fax (807) 623-7848 Email christine_jones@Lakeheadschoools.ca

COMMUNITY REPRESENTATIVE

ALTERNATE COMMUNITY REPRESENTATIVE

Name _____ Mr. Mrs. Miss Ms _____

Area of Residence North Side South Side _____

Address _____

City _____ Postal Code _____

Contact Telephone/Cell (Day) _____ (Evening) _____

Email _____

Lakehead DSB Schools associated with: _____

Special Education Exceptionalities areas of personal interest _____

Additional Background Information in support of this nomination (Experience, expertise, etc.)

if additional space is required, please continue on the back of this nomination form

I, the undersigned, acknowledge that _____ is:

- A) a Canadian citizen;
- B) the full age of eighteen years;
- C) a resident within the jurisdiction of the Board;
- D) a public school elector; and
- E) not employed by the Lakehead District School Board in any capacity.

Signature _____ Date _____

