

ANNUAL BOARD MEETING

Tuesday, December 2, 2025
Jim McCuaig Education Centre

Sherri-Lynne Pharand
 Director of Education

Leah Vanderwey
 Chair

AGENDA

PUBLIC SESSION
6:00 p.m. – Board Room/Microsoft Teams

		<u>Resource Person</u>	<u>Pages</u>
1.	CALL TO ORDER	S. Pharand	
2.	LAND ACKNOWLEDGEMENT		
3.	ELECTION OF CHAIR OF THE BOARD	S. Pharand	Verbal
4.	ELECTION OF VICE-CHAIR OF THE BOARD	Chair	Verbal
5.	ELECTION OF A MEMBER AND ALTERNATE MEMBER OF THE COORDINATING COMMITTEE	Chair	Verbal
6.	TRUSTEE APPOINTMENTS TO BOARD COMMITTEES – 2026 (003-26)	S. Pharand	1-2
7.	COMMITTEE REPORTS:		
7.1	MIINIWEWINAN:INDIGENOUS EDUCATION ADVISORY COMMITTEE ANNUAL REPORT (005-26)	H. Harris	3-6
7.2	PARENT INVOLVEMENT COMMITTEE ANNUAL REPORT (002-26)	S. Pharand	7-10
7.3	SPECIAL EDUCATION ADVISORY COMMITTEE ANNUAL REPORT (004-26)	M. Probizanski	11-21
7.4	AUDIT COMMITTEE ANNUAL REPORT – AUGUST 31, 2025 (006-26)	K. Alaksa	22-24
8.	DIRECTOR'S ANNUAL REPORT (001-26)	S. Pharand	25
9.	ADJOURNMENT	Chair	Verbal

LAKEHEAD PUBLIC SCHOOLS

OFFICE OF THE DIRECTOR OF EDUCATION

2025 DEC 02

Report No. 003-26

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

RE: TRUSTEE APPOINTMENTS ON BOARD COMMITTEES - 2026

1. Background

- 1.1 Trustee appointments to Lakehead District School Board committees took place on November 25, 2025.
- 1.2 Trustees met informally to determine a balanced representation on the Board committees.
- 1.3 Annual appointments to Board committees are brought to the Board for approval.

2. Situation

Appointments to Board committees for 2026 have been determined and are included as Appendix A to Report No. 003-26.

RECOMMENDATION

It is recommended that Lakehead District School Board approve the Trustee Appointments to Board Committees - 2026 as set out in Appendix A to Report No. 003-26.

Respectfully submitted,

SHERRI-LYNNE PHARAND
Director of Education

LAKEHEAD DISTRICT SCHOOL BOARD
OFFICE OF THE DIRECTOR OF EDUCATION

		Chambers	Johansen	LeBlanc	Oikonen	Saarinen	Sitch	Tuchenhagen	Vanderwey	Wemigwans
TRUSTEE APPOINTMENTS ON BOARD COMMITTEES – 2026										
1. STATUTORY COMMITTEES										
1.1	Special Education Advisory Committee (SEAC)			A		X		A	X	
1.2	Supervised Alternative Learning Committee (SAL)			X				A		
1.3	Suspension Appeal Hearing/Expulsion Hearing Committee (3 Trustees + 3 Alternates)	A		X	A	X		A		X
1.4	Parent Involvement Committee (PIC)					X			A	
1.5	Audit Committee				X			X		X
1.6	Directors Performance Appraisal (DPA)Committee (3-7 Trustees, plus the Chair and Vice-Chair – appointed in September)	X	X	X	X	VC	X	X	X	C
2. REPRESENTATIVES TO OTHER BOARDS AND AGENCIES										
2.1	Ontario Public School Boards Board of Directors Delegate (1 Trustee appointed at Regular Board meeting in June)							X		
2.2	Ontario Public School Boards' Association (OPSBA) Voting Delegate (1 Trustee + 1 Alternate appointed at Regular Board Meeting in June)						A	X		
3. OTHER COMMITTEES										
3.1	Miiniwewinan- Indigenous Education Advisory Committee (IEAC) [2 Trustees (one of which is the Indigenous Trustee) + 2 Alternates]	X	A						A	X
3.2	Finance Committee	X	X	X	X	X	X	X	X	X
3.3	Communications Committee	X	X	X	X	X	X	X	X	C
3.4	Board Development Committee	X	X	X						
3.5	OPSBA Director Liaison Committee	X	X	X	X	X	X	X	X	X
3.6	Student Transportation Services of Thunder Bay Committee (STSTB)				A					X
3.7	School Year Calendar Committee						X			
3.8	Equity and Inclusive Education Committee	X		A						
3.9	Lakehead Public Schools International								X	
3.10	(1 Trustee + 1 Alternate – two-year term) *Dec 26									
3.11	Student Trustee/Indigenous Student Trustee Mentor						X			
	(1 Trustee)									
4. ELECTED COMMITTEE MEMBERS AT ANNUAL/INAUGURAL MEETING										
Coordinating Committee (Chair, Vice Chair + 1 Elected Trustee + 1 Elected Alternate)										

* **A** = Alternate, **C** = Chair, **VC** = Vice Chair, **X** = Member

LAKEHEAD PUBLIC SCHOOLS

OFFICE OF THE DIRECTOR OF EDUCATION

2025 DEC 02

Report No. 005-26

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

RE: MIINIWEWINAN: INDIGENOUS EDUCATION ADVISORY COMMITTEE ANNUAL REPORT

1. Background

- 1.1 On June 22, 2004, the 8061 Aboriginal Education Advisory Committee policy was approved by Lakehead District School Board (LDSB) authorizing the establishment of a committee to make recommendations to the Board on matters relating to the education of Indigenous students. The policy was reviewed and updated during the 2020-2021 school year.
- 1.2 In the 2023-2024 school year, trustees approved the name Miiniwewinan: Indigenous Education Advisory Committee for the committee. Translated from Anishinaabemowin, Miiniwewinan represents people from the community bringing, sharing, and giving their gifts to this work and contributing to LDSB to support students.

2. Situation

- 2.1 The co-chairs for the 2024-2025 school year were Serena Essex and Heather Harris.
- 2.2 The cultural spirit and Indigenous world view of this unique committee is reflected in the integration of Indigenous protocols such as opening and closing words by an Indigenous Elder or Knowledge Carrier, land acknowledgements at every meeting, and a commitment to working together to consensus.
- 2.3 Miiniwewinan held six hybrid meetings during the 2024-2025 school year.

2.4 Membership of Miiniwewinan: Indigenous Education Advisory Committee included the following individuals from September 2024 to June 2025:

NAME	AFFILIATION
MEMBERS:	
ANDREWS, Kathleen	Secondary Vice Principal
BEARDY, Kathy	Community/Agency
CH'NG, Shelby	Community/Agency
CROMARTY, Elliot	Community/Agency
DECORTE, Sheila	Elder
GENNO, Eryn	Indigenous Student Trustee
ESSEX, Serena	Co-Chair
HARRIS, Heather	Co-Chair
JOHANSEN, Pat	Trustee
KAKEGAMIC, Anna Fern	Community/Agency
KING-ZEWIEC, Cheryl	Community/Agency
MARTIN, Gerry	Elder
ROBBINS, Grant	Community/Agency
ROBERTS, Melissa	Elder
TASSONE, Angelina	Elementary Principal
TOM, Morning Star	Parent/Guardian
WEMIGWANS, Scottie	Indigenous Trustee
ALTERNATES:	
BANNON, Myra	Community/Agency
BOUCHER, Sherri	Community/Agency
CHAMBERS, Ellen	Trustee
JUNG, Dinah	ETFO Representative
KAUR, Akansha	Community/Agency
TUCHENHAGEN, Trudy	Trustee
RESOURCES:	
BERNST, Kali	Principal of Indigenous Education & Program
GUTHRIE, Anika	Anishinaabemowin Revitalization Coordinator
JEETHAN, Anthony	Human Rights & Equity Advisor
LOWER, Jane	Superintendent of Education
PADDINGTON, Dave	ETFO President
PHARAND, Sherri-Lynne	Director of Education
RYDHOLM, Charity	Executive Secretary
SGAMBELLURI, Jasmine	FNMI Education Resource Teacher

2.5 Board staff regularly present to and seek guidance and feedback from the committee about a variety of events and topics. Some highlights from this year include:

- Thirteen Moons Staff Training;
- Embedding Indigenous Perspectives;
- Board Action Plan for Indigenous Education;
- Anishinaabemowin Revitalization Project;
- Summer learning programs and reach ahead credits;
- Miiniwewinan Terms of Reference;
- Mino Bimaadiziwin; and
- Indigenous Cultural Safety Strategy.

2.6 In addition to feedback gathered from our schools and community, Miiniwewinan provided guidance to Board staff in the development of the Indigenous Cultural Safety Strategy. This strategy is intended to be a living document that represents the Board's commitment to cultural safety for Indigenous students, staff and families throughout the system and identifies four priority areas:

- teaching and learning;
- relationships with community;
- language and culture; and
- safety and belonging.

2.7 Miiniwewinan provided input to LDSB's 2024-2025 budget. The committee identified funding priorities aligned with the Board's Strategic Plan, Indigenous Education Framework, and the education-directed Calls to Action from the Truth and Reconciliation Commission. Priorities included, but are not limited to:

- increasing First Nation, Métis, and Inuit (FNMI) representation in our system and schools, including staffing to support Indigenous students;
- culturally authentic, appropriate, and relevant professional development and training opportunities for teachers and staff;
- ensuring culturally appropriate and ventilated spaces in schools for students and staff; and
- providing experiential and land-based learning opportunities for students.

2.8 Language learning and language revitalization are identified as strong priorities by Miiniwewinan. The committee was provided regular updates about the Board's Anishinaabemowin Revitalization Strategy throughout the year. The initial development of the strategy, as well as ongoing monitoring updating occurs in partnership with many Indigenous community organizations and representatives as well as regional school boards including Rainy River District School Board, Seven Generations Education Institute, Waking Up Ojibwe/Say It First, Lakehead University, and Confederation College.

2.9 Representatives of Miiniwewinan are invited to sit on various LDSB committees including the Parent Involvement Committee and Calendar Committee.

Conclusion

Miiniwewinan: Indigenous Education Advisory Committee members are to be commended for the time and commitment they have given to the activities of the committee and to supporting the success and well-being of FNMI students. The committee will continue to act in an advisory role to fulfill its mandate as outlined in 8061 Miiniwewinan: Indigenous Education Advisory Committee procedures. The committee extends its thanks to the Board for its support of the committee and ongoing commitment to Indigenous education.

Miigwech.

Respectfully submitted,

SERENA ESSEX
Co-Chair, Miiniwewinan: Indigenous Education Advisory Committee

HEATHER HARRIS
Co-Chair, Miiniwewinan: Indigenous Education Advisory Committee
Superintendent of Education

SHERRI-LYNNE PHARAND
Director of Education

LAKEHEAD PUBLIC SCHOOLS

OFFICE OF THE DIRECTOR OF EDUCATION

2025 DEC 2
Report No. 002-26

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

RE: PARENT INVOLVEMENT COMMITTEE ANNUAL REPORT

1. Background

- 1.1 On December 1, 2005, the Ministry of Education released the Ontario Parent Involvement Policy which outlined the need for the establishment of Board level Parent Involvement Committees (PICs). Lakehead District School Board established its first Parent Involvement Committee in June 2006.
- 1.2 In September 2010, the Ministry of Education adopted Ontario Regulation 330/10 School Councils and Parent Involvement Committees requiring each school board to establish a Parent Involvement Committee that adheres to the requirements outlined in legislation.
- 1.3 The Parent Involvement Committee operates under the By-Laws that were established in 2011 and are reviewed bi-annually.
- 1.4 Sec. 50. (1) of Regulation 330/10 requires that *“A parent involvement committee of a board shall annually submit a written summary of the committee’s activities to the Chair of the Board and to the Board’s Director of Education.”*

2. Situation

2.1 The 2024-2025 Parent Involvement Committee was comprised of the following members:

Member's Name	Group Represented
Laura Prodanyk Brittany Kennedy	Community Representative Community Representative
Michelle Riemer	School Council Representative
Robin Cawlishaw Chelsea Siver Lorraine Mashongoane Dawn-Marie Francis	Parent Member Parent Member Parent Member Parent Member
Carla Mulholland Terry Godick	Alternate Parent Member Alternate Parent Member
Tara Ingram	Special Education Advisory Committee (SEAC)
Kristi Lees	Principal Representative
Fred Van Elburg Connor Pratt	Teacher Representative Alternate Teacher Representative
Ellen Chambers George Saarinen	Trustee Representative Alternate Trustee Representative
Sherri-Lynne Pharand	Director of Education
Christine Jones	Executive Assistant
Jamie Smith	Communications Officer

2.2 Four meetings were held on the following:

- November 18, 2024;
- March 3, 2025;
- May 5, 2025; and
- October 6, 2025.

2.3 Regular meetings included opportunities to receive information and to give feedback on topics such as:

- 2025-2026 Budget;
- PIC Budget Deputation;
- PIC Representative on Equity and Inclusive Education Committee;
- 2025-2026 School Calendar Committee;
- 2024-2025 Summer Programs Presentation;
- PIC Recruitment;
- 2025 OPSBA Awards Program;
- Indigenous Education Report;
- Parent Education and Awareness Campaign;
- Kindergarten Registration Evening;
- Miiniwewinan: Indigenous Education Advisory Committee and Special Education Advisory Committee Funding for 2025-2026;
- Miiniwewinan: Indigenous Education Advisory Committee Report, at each meeting;
- Special Education Advisory Committee Report, at each meeting; and
- Director's Report, at all meetings.

2.4 The Parent Involvement Committee provided input to the Board's 2024-2025 Budget.

2.5 Funding was provided to the Special Education Advisory Committee (SEAC) and the Miiniwewinan: Indigenous Education Advisory Committee (IEAC) to support activities for parents.

The Special Education Advisory Committee (SEAC) expressed their appreciation of the annual funding. A parent event was organized in partnership with Autism Northwest, that provided families an opportunity to attend a speaking event with Kate Swenson, founder of *"Finding Coopers Voice"* co-founder of *"The More than Project"*, and Author of *"Forever Boy"* on November 20, 2024, at Superior Collegiate Vocational Institute.

The Miiniwewinan: Indigenous Education Advisory Committee expressed their appreciation of the annual funding. The funding was used to provide Lakehead Public School families the opportunity to attend a get ready for pow wow season, which provided additional supports such as transportation and food.

2.6 The Parent Involvement Committee's top priorities are:

- to enhance student success by supporting mental health and wellbeing initiatives;
- to support effective parent/guardian communication and engagement via multiple communication tools and technology; and
- to support parent/guardian engagement and inter-school communication by collaborating with the School Council Chairs.

3. Conclusion

- 3.1 The Parent Involvement Committee acknowledges the Board for its support of parent involvement.
- 3.2 The Parent Involvement Committee members are to be commended for the time and commitment they have given to the activities of the committee.
- 3.3 Meetings for the 2025-2026 Parent Involvement Committee are scheduled as follows:
 - November 17, 2025;
 - March 2, 2026;
 - May 4, 2026; and
 - October 5, 2026.

Respectfully submitted,

MICHELLE RIEMER
Vice Chair of Parent Involvement Committee

ROBIN CAWLISHAW
Chair of Parent Involvement Committee

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2025 DEC 2
Report No. 004-26

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

RE: SPECIAL EDUCATION ADVISORY COMMITTEE ANNUAL REPORT

1. Background

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

2. Situation

- 2.1 In December 2022, trustees passed a motion to appoint members to SEAC for the period December 2022 - November 2026. During 2024-2025 SEAC included members appointed for the term and included the following:

Name	Association/Organization
Wendy Carroll	Anishnawbe Mushkiki
Brandon Robb (Alternate)	Anishnawbe Mushkiki
Amy Massalin	Children's Centre Thunder Bay
Alina Cameron	Community Member

Sarah Niles	Dilico Anishinabek Family Care
Lesley Harding (Alternate)	Dilico Anishinabek Family Care
Tara Ingram	Easter Seals
Miranda Myers	Fetal Alcohol Support Information Network (FASIN)
Michelle Blackburn	George Jeffrey Children's Centre
Andrea Stach (Alternate)	George Jeffrey Children's Centre
Liz Tod	Learning Disabilities Association of Ontario
Carey Murphy (Alternate)	Learning Disabilities Association of Ontario
Suzanne Posthumus	OPTIONS Northwest
Rosemarie MacLean (Alternate)	OPTIONS Northwest
Mike Otway	VOICE for Hearing Impaired Children
Anne Antenucci	Autism Ontario
Trustee Leah Vanderwey	Trustee Member
Trustee Trudy Tuchenhagen	Trustee Member
Trustee Pat Johansen	Trustee Member (Alternate)
Trustee Donica LeBlanc	Trustee Member (Alternate)

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

2.3 September 2024 - June 2025

Topic	Presenter(s)
Introduction of Special Education Team	Maggie Fredrickson
7080 Health and Safety Policy and Procedures	Kyle Ulvang
Mental Health Plan	Megan Semeniuk
Multi-Year Accessibility Plan	Anthony Jeethan
Introduction of Mental Health Team	Michelle Probizanski
Special Class Presentation – Westmount Public School	Leesa McCarville, Inga Anderson-Foster, Kelly Valente, Lisa Sgambelluri, and Madison Pritoula
3005 Ontario Student Record Policy	Sherri-Lynne Pharand
6065 Prevalent Medical Conditions Policy and Procedure	Michelle Probizanski
8015 Display of Flags Policy and Procedure	Michelle Probizanski
2024-2025 Director's Board Priorities	Michelle Probizanski
2024-2025 Budget	Angela Lee-Wiwcharyk
Acadience Assessment Tool	Kali Bernst
Right to Read	Maggie Fredrickson
Special Class Presentation, Westgate CVI	Tara Shewchuk, David Workman and Kyllie Daniar
Special Class Presentation – McKellar Park Central Public School	Mark Moorhouse
Empower Data 2023-2024	Brian Hyytiainen

2.4 Professional Development

Special Education Advisory Committee members are always encouraged to participate in workshops and events specifically geared to SEAC members and their roles. Time was also set aside on each agenda to allow members to inform the rest of the group about any workshops/events that their respective associations may be hosting and to promote interest in workshops/events coming up in the community. Additionally, members have the opportunity to share resources that may be of interest to SEAC members.

The following are some of the resources, workshops and events shared with SEAC members:

- Ontario Autism Coalition;
- Process Map For Parents/Guardians;
- SEAC Parent Event – Kate Swenson;
- 2024 Director's Annual Report;
- Minister's Advisory Council on Special Education;
- Parents of Students with Diverse Needs Information for Kindergarten;
- FASD Support Group for Parents and Caregivers;
- Autism Ontario Correspondence;
- letter to the Minister of Education from the Board of Trustees of the LDSB as a follow up to ongoing concerns regarding student transportation;
- Ministry of Education pre-budget consultation link for Special Education;
- Kindergarten Registration Flowchart;
- Ontario Autism Coalition Special Education Report – 2023-2024;
- letter to the Minister of Education on Behalf of all SEACs in Ontario;
- 2025 OPSBA Awards – Call for Nominations;
- ETFO report on Special Education Funding Gaps;
- Lakehead District School Board, Parent Involvement Committee Event – Parenting in the Digital Age – Jake Ernst;
- Learning Disabilities Association of Ontario webinar; and
- 2025-2026 SEAC Budget deputation.

2.5 SEAC Participation and Input

Special Education Advisory Committee members were engaged in the process of providing information to the following:

- Minister's Advisory Council on Special Education (MACSE);
- Kindergarten night;
- letter to the Minister of Education regarding an increase in funding for the application of the recommendations from the Right to Read Inquiry Report;
- letter to the Minister of Education regarding an urgent appeal for improved funding and support for students with special education needs;
- Parent Event at Superior Collegiate Vocational Institute;
- Partnerships and community collaboration; and
- Parent Involvement Committee and the Equity and Inclusive Education Committee as representatives on the committees.

2.6 Work Plan

Each school year, a SEAC Work Plan is developed outlining objectives, key actions, timelines and intended results. Attached, as Appendix A, is the 2024-2025 SEAC Work Plan.

2.7 Provincial and Lakehead District School Board Involvement

Common issues regarding special education funding are shared with the Board of Trustees, Minister's office, OPSBA, and the provincial SEACs.

To communicate the role of SEAC to the schools and our community, the following actions were taken:

- articles from SEAC members associations were forwarded to the schools for their monthly newsletters, and sharing on social media platforms; and
- information was posted to the SEAC website.

Information sharing amongst SEAC representatives, and their organizations, was ongoing to keep updated on the support offered in our community for children with special needs and their families and caregivers.

Special Education Advisory Committee members presented a budget deputation to the Lakehead District School Board 2024-2025 budget meeting.

Special Education Advisory Committee members participated on committees when required. Tara Ingram represented SEAC on the Parent Involvement Committee.

2.8 Special Events

Special Education Advisory Committee organized a parent session with Kate Swenson, author of the blog, "Finding Cooper's Voice" and book, "Forever Boy" on November 20, 2024. This presentation was a community collaboration event, with many organizations sponsoring the event.

2.9 SEAC Input

On a regular basis, at SEAC meetings, input is requested of members on various topics. During the 2024-2025 school year, input was requested and provided by SEAC on the following:

- 3005 Ontario Student Record Policy;
- 7080 Health and Safety Policy and Procedures;
- Multi-Year Accessibility Plan 2025-2030;
- 2024-2025 Budget Presentation;
- 2024-2025 Special Education Plan; and
- 2024 Review of Special Education Services.

3. Areas of Focus

The Special Education Advisory Committee will continue to promote and review the following:

- increase awareness of SEAC and understanding of schools and special education programs and services;
- advocate for students with special needs;
- improve parent and guardian knowledge of special education and SEAC;
- parent engagement;
- ensure SEAC materials are current; and
- provide input to LDSB, organizations, agencies and committees as requested.

4. Recognition

Special Education Advisory Committee provided the SEAC Leadership Scholarship and a SEAC Award to all three LDSB secondary schools.

The recipients of the SEAC Scholarships for 2024-2025 were as follows:

- Presley Kuoppa-Aho, Hammarskjold High School;
- Fergus Kerr, Superior Collegiate and Vocational Institute; and
- Morgan DeFranceschi, Westgate Collegiate and Vocational Institute.

The recipients of the SEAC Award for 2024-2025 were as follows:

- Amber Cameron, Hammarskjold High School;
- Tyrese Oombash, Superior Collegiate and Vocational Institute; and
- Nathan Vibert, Westgate Collegiate and Vocational Institute.

5. Conclusion

The Special Education Advisory Committee makes recommendations to LDSB relating to matters affecting the establishment and development of special education programs and services in respect to exceptional students of LDSB.

The Special Education Advisory Committee of LDSB is a well-established committee that represents important organizations in our community.

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

The Special Education Advisory Committee members are to be commended for the time and commitment they have given to the activities of the committee.

Respectfully submitted,

ALINA CAMERON
Vice Chair, Special Education Advisory Committee

SUZANNE POSTHUMUS
Chair, Special Education Advisory Committee

Goal 1			
Strategies	<ul style="list-style-type: none"> • Invite at least three schools to present information on how they support students and provide a tour of facility; and • Hold SEAC meetings at schools that present. 		
Indicators of Success	<ul style="list-style-type: none"> • SEAC members increase knowledge and understanding of services offered within the school community. 		
Timeline	June 2024 and ongoing	Responsible	Chair, Vice Chair, Superintendent, Executive Secretary
Record of Progress	<p>The following tours and presentations will be provided in 2024-2025:</p> <ol style="list-style-type: none"> 1. Westgate CVI - November 13, 2024; 2. Speaker at Superior - November 20, 2024 3. Westmount Public School - January 15, 2025 4. McKellar Park Central Public School - March 19, 2025 5. Empower Presentation - April 2025; and 6. ECPP visit was completed in April 2025. 		

Goal 2	Advocate for Students with Special Needs			
Strategies	<ul style="list-style-type: none"> • Respond to current opportunities to advocate for students and families (i.e. transition committees, other initiatives); • Advocate for students and families through the SEAC Advocacy Program; • Review and provide input into LDSB policies and corresponding procedures which are relevant to SEAC from September 2024 to June 2025 as outlined in the “Order of Policies for Development and Review”; and • Invite policy review leads to attend and present policies and procedures at SEAC meetings. 			
Indicators of Success	<ul style="list-style-type: none"> • SEAC members have access to a platform which allows them to provide input into LDSB policies and procedures; and • SEAC members are invited to provide input into the LDSB budget. 			
Timeline	<table border="1"> <tr> <td>June 2024 and ongoing</td> <td>Responsible</td> <td>All SEAC Members</td> </tr> </table>	June 2024 and ongoing	Responsible	All SEAC Members
June 2024 and ongoing	Responsible	All SEAC Members		
Record of Progress	<p>The following policies were presented in 2024-2025;</p> <ul style="list-style-type: none"> • 6065 Prevalent Medical Conditions; • 8015 Display of Flags; • 3005 Ontario Student Record; and • 7080 Health & Safety. <p>The following Advocacy Letters/Initiatives were taken:</p> <ul style="list-style-type: none"> • Advocacy letter for increased funding for transportation for special needs students was sent in May 2024; • Information on advocacy members, scholarship/awards, classrooms/transportation were posted on the LDSB website; • SEAC to submit feedback in the Ministry of Education link for pre-budget consultation; • SEAC to submit advocacy letter to the Ministry of Education to increase Right to Read program funding in February 2025; and • SEAC Chair endorsed Ottawa Catholic DSB SEAC letter to the Ministry of Education for increase in special education funding endorsed by all SEACs in Ontario. 			

Goal 3	Improve Parent / Guardian Knowledge of Special Education and SEAC, and Engage Parents in Supporting Their Child / Children			
Strategies	<ul style="list-style-type: none"> • Connect with Parent Involvement Committee and School Council Chairs to arrange presentation(s) about SEAC; • Inform Parents / Guardians of Current Board Initiative; • In collaboration with PIC, host a joint parent / community engagement event in 2024-2025; • Finalize video(s) related to student supports and accommodations; • Include SEAC meeting dates under "Upcoming Events" on the main page of Lakehead Public Schools' website; and • Send SEAC information out to community organizations (i.e. role, meeting dates). 			
Indicators of Success	<ul style="list-style-type: none"> • Feedback through event evaluation, presenter, and SEAC Members; • Participation level in SEAC events; and • Broader distribution of SEAC information within the community. 			
Timeline	<table border="1"> <tr> <td data-bbox="948 101 1041 1178">June 2024 and ongoing</td> <td data-bbox="1041 101 1111 1178">Responsible</td> <td data-bbox="1111 101 1041 1178">All SEAC Members, Superintendent, Executive Secretary</td> </tr> </table>	June 2024 and ongoing	Responsible	All SEAC Members, Superintendent, Executive Secretary
June 2024 and ongoing	Responsible	All SEAC Members, Superintendent, Executive Secretary		
Record of Progress <p>The following was completed to provide further information to parents / guardians / caregivers :</p> <ul style="list-style-type: none"> • All SEAC Agendas and Minutes are posted on the LDSB website; • Meetings are listed under "Upcoming Events" on the website; • Kate Swenson presented November 20, 2024 at Superior Collegiate Vocational Institute; • Introduction to Special Class Placement process; • SEAC information booth at the Welcome to Kindergarten Night and Grade 8 Open Houses; and • SEAC members to promote Kindergarten Information (one page) flow chart. 				

Goal 4	Keep SEAC Materials Current		
Strategies	<ul style="list-style-type: none"> • Review and update binders on an annual basis (as needed); • Review and update advocacy memo; share with schools, community partners and post on the Board website; and • Maintain SEAC advocacy information, and other materials, which can be shared with students, parents/guardians/caregivers and schools. 		
Indicators of Success	<ul style="list-style-type: none"> • SEAC materials are current and available for easy access. 		
Timeline	Ongoing	Responsible	All SEAC Members, Superintendent, Executive Secretary
Record of Progress			
<ul style="list-style-type: none"> • All members provided update material for their 2022-2026 SEAC binder; • All schools received Advocacy Memo to send home for parents; • Kindergarten Support Flowchart; and • Updated Individual Education Plan (IEP) and Identification Placement, Review Committee (IPRC) parent information pamphlets. 			

Goal 5	Provide Input to the Board, organizations, agencies and committees as requested.		
Strategies	<ul style="list-style-type: none"> Engage with other bodies to support students with special needs. 		
Indicators of Success	<ul style="list-style-type: none"> Requests for SEAC engagement have been addressed. 		
Timeline	Ongoing	Responsible	All SEAC Members, Superintendent, Executive Secretary
<p>Record of Progress</p> <p>The following presentations were received from other members who support students with special needs:</p> <ul style="list-style-type: none"> Mental Health Team introduced, October 2024; Special Class Placement Committee introduced, October 2024; 2025-2026 Budget Deputation, March 2025; and 2025-2029 Multi-Year Accessibility Plan, May 2025. <p>SEAC members were asked to sit on the following additional committees:</p> <ul style="list-style-type: none"> Member on Equity Committee; and Member on PIC Committee. <p>Provide regularly updated correspondence from agencies and committees.</p>			

LAKEHEAD PUBLIC SCHOOLS

OFFICE OF THE DIRECTOR OF EDUCATION

25 DEC 2
Report No. 006-26

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

RE: AUDIT COMMITTEE ANNUAL REPORT – AUGUST 31, 2025

1. Background

On September 9, 2010, the Ministry of Education enacted Ontario Regulation 361/10 *Audit Committees*, in respect of Audit Committees established by District School Boards in Ontario.

2. Membership of the Audit Committee

Regulation 361/10 Section 3 (1) *Audit Committees* dictates the composition of an Audit Committee which is three Board members and two external members. Members satisfied the eligibility requirements in accordance with Ontario Regulation 361/10. Audit Committee members for 2024-2025 were:

- Scottie Wemigwans, Trustee Member;
- Trudy Tuchenhagen, Trustee Member;
- Ron Oikonen, Trustee Member;
- Lorencio Di Gregorio; External Member, Chair; and
- Jason Flint, External Member.

3. Meetings of the Audit Committee

3.1 During fiscal year 2024-2025 the Lakehead District School Board Audit Committee held a total of three meetings:

- September 23, 2024;
- November 29, 2024; and
- June 9, 2025.

3.2 Members attendance at all meetings held during 2024-2025 was as follows:

Audit Committee Member	Sep 23	Nov 29	Jun 9
R. Oikonen	Regrets	✓	✓
T. Tuchenhagen	✓	✓	✓
S. Wemigwans	✓	Regrets	✓
L. DiGregorio	✓	✓	✓
J. Flint	Regrets	Regrets	✓

3.3 In addition to Audit Committee members, regular attendees at Audit Committee meetings were:

- Sherri-Lynne Pharand, Director of Education;
- Kirsti Alaksa, Superintendent of Business;
- Angela Lee Wiwcharuk, Manager of Financial Services;
- Stephanie Ryynanen, Supervisor of Financial Services;
- Kristen Spithoff, Partner, MNP LLP;
- Ania Berezowski, Senior Manager, MNP LLP;
- Kristopher Mauro, Regional Internal Audit Manager; and
- Paul Agostino, Regional Internal Manager

3.4 The following matters were addressed at the Audit Committee Meetings:

3.4.1 September 25, 2024

- Internal Audit Results Update;
- Year End Audit Report;
- Evaluation of External Auditors Results Report; and
- Audit Committee Self-Assessment Survey.

3.4.2 November 29, 2024

- Audit Committee Self-Assessment Results Report;
- Audit Committee 2024 Annual Report;
- Communication of Audit Results;
- Audit Committee 2024 Summarized Annual Report; and
- 2023-2024 Audited Financial Statements.

3.4.3 June 9, 2025

- 7-Month Specified Procedures Report;
- Evaluation of External Auditors Report;
- 2024-2025 Internal Audit Report;
- Appointment of External Auditors Report; and
- 2025-2026 Audit Committee Meeting Schedule and Work Plan.

4. External Auditors

The external auditors, BDO Canada LLP, presented the Final Report to the Audit Committee and the draft 2023-2024 Audited Financial Statements. The Audit Committee reviewed and recommended the approval of the annual audited financial statements on November 29, 2024, with Board approval at the December 17, 2024 board meeting.

5. Internal Auditors

- 5.1 The relationship continues to be good with the Internal Auditors. Paul Agostino as the Regional Internal Manager and Kristopher Mauro as the Internal Audit Manager for Lakehead District School Board.
- 5.2 The Internal Audit Manager presented the results of the Communications & Media Internal Audit at the June 9, 2025 meeting. The Cyber Security Internal Audit is scheduled to be presented at the November 24, 2025 meeting.

6. Conclusion

The Audit Committee of Lakehead District School Board will continue to follow legislated requirements that pertain to Audit Committees across the province.

Respectfully submitted,

KIRSTI ALAKSA
Superintendent of Business

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2025 DEC 2
Report No. 001-26

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

RE: DIRECTOR'S ANNUAL REPORT 2025

1. Background

Section 283. (3) of the Education Act states:

“(3) General report of chief executive officer – At the first meeting in December of each year, the chief executive officer of a board shall submit to the board a report in a format approved by the Minister on the action he or she has taken during the preceding 12 months” ... “a copy of such report shall be submitted to the Minister on or before the 31st day of January next following.”

2. Situation

It is customary that the Board receive the Director's Annual Report at the Annual or Inaugural meeting. The 2025 Director's Annual Report can be found at the following link:

<https://www.lakeheadschools.ca/directors-annual-report-2025/>

RECOMMENDATION

It is recommended that Lakehead District School Board receive the Director's Annual Report 2025.

Respectfully submitted,

SHERRI-LYNNE PHARAND
Director of Education