

LAKEHEAD DISTRICT SCHOOL BOARD

MINUTES OF PARENT INVOLVEMENT COMMITTEE

Board Room
Jim McCuaig Education Centre

2025 NOV 17
6:00 p.m.

MEMBERS PRESENT:

Robin Cawlishaw, Chair
Michelle Riemer, Vice- Chair
Laura Arthur (virtual)
Carla Mulholland

Ellen Chambers
Laura Prodanyk
Dawn-Marie Francis (virtual)
Brittany Kennedy

MEMBERS ABSENT, WITH REGRET:

Terry Godick
Lorraine Mashongoane

Tara Ingram
George Saarinen

RESOURCE PRESENT:

Sherry-Lynne Pharand, Director of Education
Jamie Smith, Communications Supervisor
Fred Van Elburg, Teacher
Christine Jones, Executive Assistant

RESOURCES ABSENT, WITH REGRET:

Kristi Lees, Principal

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

Robin Cawlishaw, Chair, welcomed back existing and new members of the Parent Involvement Committee (PIC) for the 2025-2026 & 2026-2027 school year as follows:

- Terry Godick, alternate parent member;
- Laura Arthur, school council member;
- Tara Ingram, Special Education Advisory Committee representative;
- Kristi Lees, principal representative;
- Laura Prodanyk, community representative;
- Brittany Kennedy, community representative;
- Fred Van Elburg, teacher representative; and
- Connor Pratt, alternate teacher representative.

And for two year terms we have:

- Michelle Riemer, school council member;
- Robin Cawlishaw, parent member;
- Dawn-Marie Francis, parent member;
- Lorraine Mashongoane, parent member; and
- Carla Mulholland, parent member.

2. Land Acknowledgement

Robin Cawlishaw, Chair, acknowledged the lands and traditional territory.

3. Disclosures of Conflict of Interest

There were no disclosures of conflict of interest.

4. Approval of the Agenda – November 17, 2025

The agenda of November 17, 2025, was approved by consensus.

5. Delegations/Presentations

Sherri-Lynne Pharand, Director of Education, presented the 8080 School Council Policy. All members' questions were addressed.

6. Approval of Minutes – October 6, 2025

The minutes of October 6, 2025, were approved by consensus.

7. New Business

7.1 Kindergarten Registration

Jamie Smith, Communications Supervisor, shared that PIC will have a table at the upcoming Kindergarten open house scheduled for January 28, 2026, at École Elsie MacGill Public School. Jamie will be in attendance at the table with Trustee George Saarinen.

Action: Christine Jones, will send out Kindergarten information to committee.

7.2 2025-2026 Miiniwewinan: Indigenous Education Advisory Committee Report

Sherri-Lynne Pharand, Director of Education, shared that Miiniwewinan created a cultural safety strategy, where the voices of students and families were able to share their experiences at school to battle anti-Indigenous racism in our community. It was suggested to have a presentation on the cultural safety strategy, with a 1-page, for members to bring back to their school council and schools.

Action: Christine will ask the Miiniwewinan: Indigenous Education Advisory Committee if there is interest from the committee to present the cultural safety strategy at a future meeting.

7.3 Special Education Advisory Committee Report

Robin Cawlishaw, Chair, shared the following update provided by Tara Ingram, SEAC Representative:

- a presentation was received on Lakehead District School Board's Language program; and

- Alina Cameron, SEAC Vice-Chair, shared that the Ontario Autism Coalition (OAC) is visiting Queen's Park and that there will be a report available to the public on the OAC website.

7.4 Jamie Smith, Communications Supervisor, shared the following:

- a variety of work has been completed with community partnerships resulted in a release of eight stories;
- students at Superior Collegiate and Vocational Institute, are building crossing guard huts;
- students in Grade 7 and Grade 8 from Valley Central Public School, were out cleaning veterans head stones;
- Epiroc Canada, donated a 600lb drill bit, to Westgate Collegiate and Vocational Institute for students to disassemble in the heavy mechanics class;
- Staples Office Supplies drive at Sherbrooke Public School; and
- a continued focus on Attendance Awareness.

7.5 2025/2026 School Year Calendar

Robin Cawlishaw, Chair, shared the 2026-2027 school year calendar committee is looking for a committee member to attend their next meeting on January 19, 2026.

ACTION: Members were asked to email Christine Jones if they would like to participate.

7.6 2025-2026 Miiniwewinan: Indigenous Education Advisory Committee & Special Education Advisory Committee Funding

Sherri-Lynne Pharand, Director of Education, shared that funding is available again this year for the Miiniwewinan: Indigenous Education Advisory Committee and the Special Education Advisory committee to assist in engaging the community through their committees.

The motion reads *"that the Parent Involvement Committee provide funding of \$2,000 to each committee, Miiniwewinan: Indigenous Education Advisory Committee & Special Education Advisory Committee for the 2025-2026 School Year, by a show of hands, please show you approve"*.

Motion carried.

7.7 2025-2027 PIC Bylaws

Sherri-Lynne Pharand, Director of Education, presented the 2025-2027 PIC Bylaws. All questions were answered.

The motion reads *"by a show of hands, all those in favor of the 2025-2027 Parent Involvement Committee By Laws be approved"*.

Motion carried.

7.8 Director's Report

Sherry-Lynne Pharand, Director of Education, presented the following board report:

- a recent visit was received from the Supreme Court Justice Malcolm Rowe, at Hammarskjold High School, as part of their 150-year Anniversary;
- MPP Vaugeois, visited Superior CVI civic class students;
- during the local government week, our Lakehead District School Board trustees' visited a few Grade 5 and Grade 10 classes;
- 24-25 Directors Annual Report will be released soon;
- two board childcare programs, Gorham and Ware Community School and Five Mile Public School, are looking to expand;
- the Grade 8 Reach Ahead credit is available to all students transitioning to Grade 9;
- Adult Education has approximately 2000 students enrolled this year;
- Demographic data survey is complete;
- we continue with our Math Achievement Action Plan without the EQAO results, as it has not been released to date; and
- the Ministry continues to provide PIC funding of \$6,500 annually, \$2,000 assigned to Miiniwewinan: Indigenous Education Advisory Committee and \$2,000 to the Special Education Advisory Committee for parent engagement events.

ACTION: Christine Jones, Executive Assistant, to send directors annual report link once complete.

8. Other Business

8.1 Robin Cawlishaw, Chair, reviewed the PIC correspondence that was distributed since our last meeting;

- letter to MPP Holland, members are asked to email Christine Jones within two-weeks to approve a letter from PIC;
- Trustee Character Award requirements; and
- LDSB 25-29 Education Strategic Plan.

Additionally, shared updates from the 2025-2026 School Year PIC Chair and school board parents' engagement lead meeting she attended.

ACTION: Christine Jones, Executive Assistant, will share the slide decks with school council of the 2025-2026 School Year PIC Chair and School Board Parents' Engagement Lead meeting.

8.2 Robin Cawlishaw, Chair, reviewed the status of a future parent engagement event. The following suggestions were discussed:

- create a handout, a QR code, or a survey for parents to share ideas;
- creating a TIP campaign on the Boards' home page, including videos, information sheets, modules and/or videos for parents to watch at their leisure, and prizes for the completion of a module series, reaching families that may have barriers;

- Jake Ernst part two, or Matthew Johnson, 60 minutes on cyber bullying and obtaining approval for the recording to be shared to library of speakers;
- Laura Prodanyk, Community Member, shared a video of source called “bullying of a whooper junior”;
- create a event around a Grade 8 Reach Ahead event;
- need a plan and a budget to develop a plan of approximately \$2,500; and
- Jamie will research to see if something already exists with school Mental Health Ontario, Media Smarts, and/or Thunder Bay Health Unit.

ACTION: Jamie Smith will look at options and bring back to the committee.

9. Next Meeting Date:

Meeting date of March 2, 2026.

10. Adjournment:

The meeting adjourned at 7:41 p.m.