



MISA Professional Network Centre
Thunder Bay Region MISA PNC Meeting
Wednesday, October 25, 2017
9:00 am - 4:30 p.m.
12 Noon - Lunch
Lake Superior Room, 2135 Sills Street, Thunder Bay, ON
Teleconference Option: 1-866-384-4004, Participant Code: 6774369

Minutes

Attendees

- Colleen Kappel, MISA Executive Lead
- Jamey Robertson, Kenora Catholic DSB (teleconference)
- Jane Lower, Lakehead DSB
- Chris Denby, Rainy River DSB
- Mike Belluz, Northwest Catholic DSB
- Martino Perzan, Thunder Bay Catholic DSB

Regrets

- Sarah Clowes, Superior North Cathy DSB
- Erica Cotton, Superior-Greenstone DSB
- Bob Greer, Ministry of Education
- Keewatin-Patricia DSB

Item	Discussion	Decision / Responsibility
1. Welcome & Introductions	Colleen welcome everyone to the meeting. New MISA leads were introduced.	
2. Additions to the Agenda	The following items will be added to the agenda: <ul style="list-style-type: none"> • Item 13 - Trillium Update • Item 14 - Ontario Education Equity Action Plan 	
3. Approval of the Agenda	The agenda was approved as amended.	Approved
4. Approval of the Minutes June 1, 2017		Approved
5. Priority #1 – Northern Supports Initiative	<p>Colleen provided an outline for the Northern Supports Initiative (NSI) and the intent to improve/enhance supports and services for students with special needs. MISA PNC aims to provide research expertise to the NSI in the amount of \$8,000.00 if it is needed.</p> <p>It will be important to consider the efficacy of what we are doing and have proof of effectiveness.</p> <p>MISA PNC has expertise in the area of measuring impact and engaging with the research community.</p>	Chris Denby
6. Priority #1 – PIM		
6.1. Individual Board Updates	6.1 Mike Belluz –slow start; asking question “who has access to what?”; currently don’t have a PIM Champion in the board; doing a	Colleen will follow up with an Expert that can be shared in the region, perhaps a larger board that

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<p>6.2. Software to Track Retention</p>	<p>new board website –thinking about what can be posted on the website: Who can have access to what part of the website?</p> <p>Discuss what kind of individual we would need.</p> <p>Chris Denby – questions come to Chris and then it goes to PIM Champion; gender new options and rules around using legal names, comments should use preferred name; part of the process of dealing with the new genders options and protecting privacy; waiting for legislation and reflecting on policies.</p> <p>6.2 Online software platforms –need to do the Privacy Impact Assessment (PIA); concern when boards/schools don’t follow the PIA process. How do organizations deal with the backup data if you ask them to delete information from a particular board/school? Concern about 3rd party extension that connect to google. Some board have red lighted certain extensions.</p> <p>Jamey – concerned about 3rd party extensions as well. Not sure how they are going to proceed but acknowledges the risk; significant changes in admin, which is challenging at this time.</p> <p>Martino –connected with their PIM Champion –will look at the PIM binder and meet with the stakeholders. Martino has been developing his own scripts as well.</p> <p>Jane – Guidance counselors still have concerns about communicating regarding struggling students. This is a student success area that might include academic issues, mental health, attendance and other issues. Now have gone to OneNote sharing.</p> <p>Chris –Edsby only give assess to teachers of the kids in their classes.</p> <p>Colleen mentioned concerns about privacy and safety around women/family shelter and access to information through an OSR</p>	<p>has a good PIM expertise and processes.</p> <p>Colleen will explore the possibility of coordinating a session that provides legal expert to discuss gender neutral.</p> <p>Chris will share the PIA process. Currently using Edsby.</p> <p>The MISA PNC might consider a PIM session on IT considerations.</p>

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<p>7. Priority #1 – Regular Attendance at School</p> <p>7.1. Here Campaign</p> <p>7.2. Attendance Research</p>	<p>request.</p> <p>7.1 Colleen provided an update for the Here Campaign. Currently, videotaping is taking place throughout the region and another media launch will occur. Also, additional materials have been purchased for board/school use.</p> <p>7.2 Colleen shared the secondary attendance placemats that outline absenteeism data for secondary schools. John Loovere and Sophie Lis joined the meeting to answer questions and provide more details about the placemat.</p>	
<p>8. Priority #1 – Promoting Board / School Participation in PNC</p>	<p>The committee is interested in exploring well-being measurement and monitoring; noted gaps in instruments to measure well-being. DESSA is pretty good –used in RRDSB to measure impact of Mind Up Curriculum.</p> <p>Colleen indicated three screens that the Third Path team (Section 23) are exploring at Lakehead are:</p> <ul style="list-style-type: none"> • Behavioural and Emotional Rating Scale • Behaviour Rating Inventory and Executive Function • Brief Affective Neuroscience Scale <p>It was noted that many boards are currently not using Tell Them From Me.</p> <p>Another area to focus on is the Growing Success area. RRDSB brought in speakers regarding assessment and evaluation. Also exploring how critical thinking, collaboration, creativity, etc. 21 C competencies will be measured.</p>	<p>Colleen will explore opportunities that address measurement and monitoring of well-being throughout the province.</p>
<p>9. Priority #2 – Action Research Project</p> <p>9.1. KCDSB, Jamey Robertson</p>	<p>9.1 Jamey -2 projects on the go:</p> <p>1) Event centred and faith based learning at the secondary level; evaluate faith based learning. Google form to survey student directly, existing knowledge and comfort level; working with high school teachers involved grade 7-12; working with teachers to develop event-centred learning.</p> <p>2) Also working with Christina at LU and students perceptions about mathematics.</p>	

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<p>9.2. LDSB, Colleen Kappel</p> <p>9.3. TBCDSB, Martino Perzan</p> <p>9.4. RRDSB, Chris Denby</p>	<p>Trying to find out where the underlying cause is. Concern about the student survey from various stakeholders; therefore, they are starting over.</p> <p>9.2 Colleen - Lakehead is focusing on attendance and exploring secondary data; Jane indicated that a next step would be trying to drill down specific data areas to determine who the students are at the school level.</p> <p>9.3 Martino - starting project –speaking to Christina; working with attendance data/placemat. Also, project involving assessing the efficacy of mathematic achievement. More information to come at the next meeting.</p> <p>9.4 Chris – presented RRDSB’s project proposal; idea was to develop a parent portal (gradebook and communication home); vendor folded last year; engaged with Edsby and began the process again; proposal involves training a team on gradebook, reporting and communication home.</p> <p>Looking at training teachers, have just turned on student logins (can see what teacher has released); exploring the parent logins; needs to gather input from parents. Also working on putting five Safe Schools pieces into one application: safe schools, Trillium Incident tracking, suspension letter, bullying tracking forms and office referrals.</p> <p>Also, working on registration forms, class enrolments, tracking attendance, getting achievement records etc.</p> <p>Not using Trillium for Section 23 programs.</p> <p>Mike –back to basic information with regard to site administrators, who have limited release for administration; looking at using \$\$s to give release time so they can work with staff; connected to school improvement planning.</p>	<p>The MISA PNC approved RRDSB’s project proposal.</p>
<p>10. Priority #3.1 – Promoting Board / School Participation in PNC</p>	<p>Priority covered under item 8. Colleen noted that this priority which was already in the plan was moved to Priority #1 as it was a better fit.</p>	

Item	Discussion	Decision / Responsibility
Activities both in Region and Provincially		
11. Website Development	Colleen indicated that the new domain name for the NOEL/MISA website is www.noelonline.org . The domain has been purchased and will be shared with MISA Leads as soon as it is functional.	
12. Budget Update	Colleen indicated that dollars have been sent to boards for the Action Research project (75% - to a maximum of \$7500.00 and \$2000.00 for research if requested). The additional 25% (to a maximum of \$2500.00) will be sent to boards when the final report is completed.	
13. Trillium	Chris noted: Not sure how long trillium will be around. ECNO has put out an RFI (Request for information) from potential vendors. There are four vendors (likely Power School, Maplewood, Fallet (Aspen)).	
14. Ontario Education Equity Action Plan	Colleen suggested that all MISA Leads become familiar with the Ontario Education Equity Action Plan document.	
15. Next Meeting Date	Tentative: December 7 from 12:00 - 4:00 pm	
16. Adjournment	12:05 p.m.	