



**TRILLIUM LAKELANDS DISTRICT SCHOOL BOARD
SPECIAL EDUCATION ADVISORY COMMITTEE
Minutes**

Date: Tuesday, November 3, 2015
Time: 5pm
Location: Video Conference Room

Members Present: A. Brown, J. Balfour, S. Binstock, L. Burgess,
A. Gordon, L. Morin, D. Morrison, J. Read, R. Vernescu
Regrets: S. Burke, D. Callan, J. Hermer
Staff Present: J. Andreasen, J. Johnston, K. Maclver

1. Introduction of Members

2. Approval of Agenda

Moved by A. Brown, seconded by L. Burgess
That the agenda be approved as presented
Carried.

2. Approval of Minutes of October 6, 2015

Moved by J. Read, seconded by L. Burgess
That the minutes from the October 6, 2015 SEAC meeting be approved as
presented
Carried.

3. Presentation: The Customer Service Model in TLDSB
(Superintendent Maclver)

Superintendent Maclver shared the *'Be Our Guest' Customer Service Approach* Presentation that is being promoted with staff (including Principals, Special Education Resource Teachers and Special Education Heads) in TLDSB in relation to our interactions with our students, parents, community partners and colleagues.

The lens within the Department of Specialized Services is in relation to providing the best possible service and experience to Students with Special Needs, however the strategy can be applied to the system as a whole. The focus in relation to the Walt Disney resource is on the *'Be Our Guest'* approach to service.

Feedback: Customer Service Model Presentation

- *In relation to the Customer Service Model Presentation SEAC members asked that we reflect on the following moving forward:*
 - *What needs to be changed in our practices?*
 - *How do we collect that information about what is/is not working?*
 - *How do students feel about the service they are receiving?*
 - *How do we align the customer service model with Feed All Four?*
 - *Reflect on the term 'customer'*

4. Department & System Updates

Superintendent Katherine Maclver provided the following updates to SEAC regarding board, staff and department initiatives:

- TLDSB received information on November 2, 2015 that CUPE and ETFO have come to a tentative provincial settlement in relation to their contracts and that both unions had lifted sanctions and restrictions on members.
- As a result of the labour action prior to November 2, a number of projects were put on hold; moving forward, roll out of 'usual business' and professional learning opportunities will be completed in a strategic manner so as to not overload the system.

5. Updates:

- Brochure Review (Superintendent K. Maclver)
 - Superintendent Maclver shared the next version of the initial four exceptionality brochures for final feedback
 - Feedback:
 - Developmental Disability
 - Add HandsTheFamilyHelpNetwork
 - Second sentence requires revision to clarify
 - Behavioural Concerns
 - Second sentence requires revision to clarify
 - Include positive phrase (CaPS- *Students do well if they can*)
 - Terms:
 - *interfere* (negative connotation; use *impact*?)
 - *oppositional* (move down further)
 - *conflict* (negative -do terms induces anxiety for a reader?)
 - First sentence- remove *issues*, replace with *concerns*
 - Learning Disabilities
 - Expand brackets beyond *organization/ memory* (?)
 - Superintendent Maclver will share updated versions with changes for final approval via email.

- Planning for Learning for All Review (District Principal J. Johnston)
 - District Principal Jennifer Johnston shared the context of Learning For All Document in TLDSB along with a plan for SEAC review:
 - Learning for All published in 2013
 - Book study scheduled over course of 5 meetings
 - SEAC review for each meeting
 - Activity/ TLDSB context at each meeting to assist SEAC in understanding core beliefs TLDSB is practicing and assist SEAC to make informed recommendations and requests of TLDSB
 - Copies of *Breakthrough* will be shared with interested SEAC members
 - Schedule for review will be sent out electronically
- Planning for Parent Guide Review (District Principal J. Johnston)
 - District Principal Jennifer Johnston shared context of the Parent Guide to Special Education in TLDSB along with a plan for SEAC review
 - Strategic Action Plan goal to revise Parent Guide to Special Education
 - Regulation 181 requires school boards to have a Parent Guide to Special Education in relation to IPRC process – mandated on what is included
 - TLDSB would like to expand beyond what is mandated; share information about Special Education Services (what is IEP, who do I talk to etc.)
 - The goal is to have a resource that will assist parents to navigate our system
 - Schedule for review of parent guide and further development
 - Review over the course of 5 meetings
 - In January, create a work plan on how to proceed
 - Consider- what to include, what it should look like (format)
 - Schedule for review will be sent out electronically

6. Association and Community News

Janice Balfour, representative on behalf of LDAP advised:

- On Monday the Children's Services Council in Kawartha Lakes/ Haliburton is hosting an FASD Community Partner session to discuss with partners what services are available/ what is needed to support students and families with FASD.

Jamie Read, representative on behalf of Autism Ontario shared:

- Autism Ontario is hosting their annual fall training session next week
- Support groups are always welcoming new members

Amber Gordon, representative from Community Living Huntsville advised:

- The Muskoka Family Network has launched; they host their outreach meetings on the first Monday each month at VK Greer School from 6:30-8pm

Andrea Brown, Community Representative shared information at the request of Community Living South Muskoka:

- Community Living South Muskoka has installed an accessible playground at Morrison Meadows that is open and available for anyone to use
- There will be a Transitional Aged Youth & Family Night hosted by CLSM on November 19 from 5:30pm-7pm

Andrea Brown, Community Representative shared information about HandsTheFamilyHelpNetwork's new service delivery model for developmental support services:

- Developmental support services at Hands changed their service delivery model in April 2015 and now uses the ANSA assessment for service for 18+ individuals. This model is much more effective than the previous model and has significantly reduced wait times.

Roxana Vernescu, representative from FASD ONE shared:

- The Ministry has released their roundtable report and continues working on provincial strategy for FASD which includes promoting awareness, prevention, screening, diagnostics, front end professional/paraprofessional training etc. The report will be shared with SEAC.

Leslie Burgess, representative from Tourette Canada: Muskoka Chapter advised:

- There is only a small population attending the local support group currently; looking for thoughts/ recommendations or suggestions to promote support groups locally and welcome SEAC members to share information with individuals/ families they may know with Tourette's.

7. *Items for Discussion*

8. *Correspondence*

- There was no correspondence

9. *Future Business*

DATE	FORMAT	UPDATES/ TO DO	PRESENTATION
2015			
December 1	Teleconference		(no presentation b/c teleconference)
2016			
January 5	Video Conference	L4A Review Parent Guide Review	ASD
February 2	Video Conference	L4A Review Parent Guide Review Vision & Mission	AETC Programs
March 1	Video Conference	L4A Review Parent Guide Review	FASD- TBC
April 5	Video Conference	L4A Review Parent Guide Review	CaPS
May 3	Video Conference	L4A Review Parent Guide Review	MMA
June 7	Annual End of Year Dinner- HCEC		Budget

10. Next Meeting

Tuesday, December 1, 2015
5pm – Teleconference

11. Adjournment

Moved by A. Brown, Seconded by L. Burgess
That the meeting be adjourned
Carried.