



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

Date: Tuesday, October 6, 2015
Time: 5pm
Location: Face to Face Dinner Meeting @ HCEC

Members Present: A. Brown, J. Balfour, S. Binstock, L. Burgess, S. Burke,
D. Morrison, J. Read

Regrets: D. Callan, A. Gordon, J. Hermer, L. Morin, R. Vernescu

Staff Present: J. Andreasen, L. Hope, J. Johnston, K. MacIver

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 September 8, 2015

Moved by D. Morrison, seconded by S. Burke
That the minutes from the September 8, 2015 SEAC meeting be approved as
presented
Carried.

3. Election of SEAC Vice Chair

L. Burgess nominated A. Brown for the position of Vice Chair
There were no other nominations for the position of Vice Chair
Carried by consensus

4. Department & System Updates

Superintendent Katherine MacIver provided the following updates to SEAC regarding Board, staff and department initiatives:

- Welcome to Director Hope
- Update on Labour Action:
 - The following groups are taking various stages of labour action:
 - ETFO;
 - CUPE;
 - PSSP Support Staff.
 - Programming for Students with Special Needs not affected
 - Educational Assistants still providing programming support students in the classroom

- Case conference meetings are still occurring
- Some administrative and management tasks are affected
- Professional Development, Professional Learning, Special Projects (MMA, CaPS) on hold

District Principal of Specialized Services Jennifer Johnston provided the following updates to SEAC regarding department professional development and system initiatives:

- Strategic projects occurring in department:
 - Assistive Technology Project with Secondary School Focus: Itinerant EAs for Assistive Technology + Psychoeducational Consultant looking at transitions into High School for students who have Assistive Technology such as iPads;
 - Data Collection: developing skills in collecting data around behavior, social skills etc. for program planning. Psychoeducational Consultant supporting plans and alternative programs.

5. Presentation: Strategic Action Plan 2015-2016 (Director L. Hope)

Director Hope shared the *2015-2016 Strategic Action Plan*, the *Board Improvement Plan for Student Achievement and Well-being* and the *2014 Annual Report* with SEAC, highlighting areas of focus related to special education:

- Enhanced focus on individual student needs;
- Targeted and specific learning opportunities for teachers, SERTs, EAs and parents (e.g. Assistive Technology support);
- Connections with organizations (Roots of Empathy, CaPS, MMA) in relation to student success and special education initiatives;
- Connections with Community Partners;
- Alignment between departments (Student Success, ICT, Curriculum, Special Education);
- Communication between home & school- enhance relationships and partnerships;
- Building capacity around IEP and IPRC processes.

6. Updates:

- IEP Feedback Mechanism (District Principal J. Johnston)
 - Engage variety of stakeholders in Special Education Advisory Team (SEAT): Classroom Teachers, EAs, ECEs, Consultant Staff, Principals
 - Continue work on IEP development that the Committee has been working on
 - Basic IEP requirements:
 - What are the basics staff should be looking for in a 'quality IEP'
 - Created checklist/ IEP review tool outlining required components and staff activity.

- Quality IEP:
 - Program pages- goals and expectations that are student specific
- Seek out Feedback from parents once labour action is completed
 - Janice Balfour sought out Thames Valley parent feedback form package; will develop ad hoc committee to move forward.
- Recommendation to provide example for parents- *what IEP should look like*
- Brochure Review (Superintendent K. Maclver)
 - Superintendent Maclver shared the prototypes of the first four of the Exceptionality Brochures;
 - Goal was one-page electronic/ printable format;
 - SEAC was welcomed to provide suggestions/ feedback:
 - Need to consider- who is audience?
 - resource for parents, school, community;
 - resource whether student identified or not;
 - on SEAC site, on Special Education website;
 - Review:
 - ALL Brochures:
 - i. Need to add reference – where to find more information about the IPRC process.
 - Behaviour
 - i. check web address for Special Education Handbook on behaviour brochure.
 - ii. change title from *Behavioural Issues* to *Behavioural...(needs, concerns, challenges?)*.
 - Learning Disability
 - i. references students with developmental disability (instead of students with learning disability)
 - ii. review spelling.
 - iii. add local LDAP contact to LD Brochure.
 - Developmental Disability
 - i. review spelling.
 - ii. word-smithing for first sentences.
 - FASD
 - i. brochure still in development.
 - SEAC was welcomed to provide further direct feedback to Superintendent Maclver.

7. Association and Community News

- Janice Balfour from the LDAP shared the following with SEAC:
 - LDAP was successful in obtaining a PRO grant to bring DJ Cunningham to CKL + offer 3 mini workshops (on Assistive Technology) with a parent focus
 - Tutoring has commenced and is occurring on a regular basis
 - In December LDAP will host the annual online auction

- Jamie Read from Autism Ontario shared the following with SEAC:
 - There will be a Webinar on Oct 28, 2015 from 12pm-1pm (link on website autismontario.com)- Dr. Wendy Roberts Development Pediatrician. *Navigating the system after ASD diagnosis*
 - Events in CKL - Sunday morning programs at Boys and Girls Club
 - Events in Muskoka - Swim, Bowling, Family Event and Info Session (October 25, 2015): sign up online for any events

- Steve Burke from Community Living Kawartha Lakes updated SEAC with the following:
 - CLKL is looking forward to moving forward with all partners on the November 2015 conference

- Leslie Burgess from Tourette Canada- Muskoka Chapter shared the following with SEAC:
 - National Tourette Canada Conference October 15-17 in Niagara Falls
 - T-MAG – Tourette Magazine published 4x per year

- Andrea Brown, Community Partner shared the following:
 - There is an *All Abilities Dance Troupe* in Huntsville
 - Occurs the second Friday of every month at Trinity United Church in Huntsville
 - Open to individuals 13 and up, no dance experience required
 - All abilities (exceptionality or no), anyone welcome

8. Items for Discussion/ Consideration for Action

- Janice Balfour shared that SEACs can apply for PRO grants; requested that all members consider ideas for 2016-2017 for applying for PRO grants for parent engagement.

- Janice Balfour to bring forward second draft of SEAC funding letter at a future SEAC meeting.

9. Correspondence

- Draft letter from SEAC to Ministry of Education regarding Funding for Special Education
 - Chair Janice Balfour shared draft letter to consider to be sent to the Ministry regarding Special Education Funding
 - Feedback from the Committee:
 - Change word *sorely* to *significantly*
 - Recommend: request that *funding be responsive to needs on an annual basis rather than a fixed number per student*
 - Consider timing: send letter at a more opportune time
 - Second draft will be crafted and shared at November meeting
- cc Letter to Minister of Education from UCDSB regarding special education funding:
 - *No response required; letter was received for information*

10. Future Business

DATE	FORMAT	UPDATES/ TO DO	PRESENTATION
2015			
November 3	Video Conference	L4A and Parent Guide- Context, Background & Review Plan	The Customer Service Model in TLDSB
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

11. Next Meeting

Tuesday, November 3, 2015
5pm – Videoconference

12. Adjournment

Moved by A. Brown
That the meeting be adjourned
Carried.