

## District School Council / Parent Involvement Committee Meeting

Thursday, January 17, 2019 7 p.m.

**Lindsay Education Centre** – 300 County Road 36, Lindsay

**Haliburton County Education Centre** – 12 Vintage Crescent, Minden

**Muskoka Education Centre** – 1271 Cedar Lane, Bracebridge

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### AGENDA

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#### 1. Welcome and Introductions

*Sam Itani, Haliburton Chair*

#### 2. Update from the Director of Education

*Larry Hope – Director of Education*

- Anaphylaxis concerns during community use of schools, after school hours
  - It has come to our attention that our Community Use of Schools contract does not specify information for people using our schools after hours regarding food.
  - Currently the only protocol is that the school board is to be informed if food is being served.
  - The concern lies where the school might have a peanut or other allergen alert in place.
  - Wording in the procedure has been reviewed and is being updated to state that anyone using the facility will “adhere to school and district promotion of allergen safe spaces.”
- Early Indications on provincial consultations - opportunity was available for people to contribute.
  - At this point in time we have not had any feedback from the Ministry of Education or the provincial government about the consultation.
  - Like most people, we are learning a lot of things through the media and not necessarily from the Ministry of Education
  - As soon as we know anything officially we will share this with our schools
- The Board accommodation Plan
  - Each February we come forward with an accommodation review plan
  - This will not happen this year because we do not know if we can move forward with any planning
  - We do know that there has been a review of previous review guidelines but a template has not yet been developed
  - We will receive direction after the template has been developed and reviewed
- Ministry of Health new legislation

- We are very grateful to the contribution by parents and volunteers to help with our nourishment and snack programs
- A certified food handler is now required to be on site at any school where food is being prepared and served.
- We are providing training in partnership with both our health units on the PA day February 1st to ensure there are 2 staff members at each school with Food Handler Certification

### 3. Individual Education Plans (IEP)

*Jennifer Johnston - District Principal of Learning*

Reference: Special Education in TLDSB <https://tldsbc.ca/programs/special-education/>

- District Principal Johnston shared information about Special Education Advisory Council (SEAC) and explained why an Individual Education Plan (IEP) survey was developed by the SEAC committee. The survey focused on communication, understanding, and participation by parents in an IEP process.
- An IEP is not a first step in identifying needs for a student. From the outset of a student's experience at school, teachers are assessing student needs. Teachers then make a plan to respond to those needs. It is only if learning needs persist that an IEP would be suggested.
- The IEP process includes gathering information, setting direction, developing the IEP, implementing the IEP and then reviewing and updating the IEP.
- The IEP survey received 1243 responses between February 16 to March 2, 2018
- Data from the survey is available
- Suggestions for supporting parents - if parent council members are approached by a parent wanting to know more about the IEP process, please encourage communication with the classroom teacher as well as the Special Education Resource Teacher (SERT) in elementary schools or the Department Head of Special Education in secondary schools, and the school principal
- Suggestions for parents needing support with the IEP process:
  - Provide up to date information about your child as it relates to learning
  - Let the school know how you want to be involved in the IEP process
  - Check in regularly to find out how your child is progressing, if more information is needed, and what the plan is to support your child's needs at home and at school
- [Presentation slides](#)

### 4. Updates for School Councils

*Catherine Shedden – District Manager of Corporate Communications*

- Parent Engagement Fund for Schools and District
  - Schools should be well under way with plans for spending their \$500 Parent Engagement - a quick reminder that this must be spent by June and there is a report to complete by June 15, 2018

- PRO Fund - TLDSB received \$24,230 which will be distributed to 25 schools for successful applications. Instructions and information have been sent to school principals so if you have not received information please speak to your principal.
  - School Councils
    - School constitutions - we have sent the school constitution template to all school principals so that school councils can review and update their constitutions.
  - Parent Communication
    - School Messenger - the board recently shared a message via School Messenger with some varying responses. This message was sent on behalf of the health unit for the City of Kawartha Lakes and Haliburton and was alerting parents about updating their child’s immunization records, otherwise it could lead to suspension. It has become quite a problem for health units to get parents to update immunization information and we are assisting them in an aggressive campaign to make people aware of the importance of this. You only have to hear about recent incidents of whooping cough and other diseases normally eradicated by immunization to know why these measures must be taken.
    - When a message is sent by the school board to parents, it is sent by phone, by email, and by text. In fact, this is how all schools are supposed to send their messaging. Here’s why - parents have the option to choose how they would like to receive notification by [downloading the school messenger app](#) and selecting text, email, or phone. This does mean that anytime a message is created by the board or a school, it needs to be sent out in all three ways to cover all preferences for all parents. Based on the information we received following our mass communication to over 10,000 homes on Monday evening, that many parents have not changed their preferences.
  - May 9th meeting - info on Harmony Movement
    - We are going to make the May 9th District School Council - Parent Involvement Committee meeting a learning opportunity for school council chairs and open it up to all council members and any interested parents
    - We will have a guest speaker from [Harmony Movement](#) which is Ontario’s leading provider of training programs promoting diversity, equity, and inclusion
    - Those who attend will leave with new insights and a sharpened “equity lens”
    - More information will come in the next few weeks.

**5. Site Discussion**

- IEPs - what’s working well with parents at your school? where do you see room for improvement?
- Open discussion

## Kawartha Lakes area schools

- Questions about IEP
    - would like to have a place on a survey to state whether or not a copy of the IEP had been received by a parent
    - Concern raised around the length of time it takes for the IEP process to be completed. An IEP process should take about 30 days. It would be nice for parents to be aware of how long it should take and maybe a reminder of where to go to get assistance.
  - Concern raised about CPR trained staff - request that all staff have CPR training. Many organizations have it as an employment requirement. How many and who is trained in our schools. Can a school council pay for a teacher to be CPR trained?
  - Concern raised about locked doors at schools - some schools in TLDSB are locked during the school day and some are not. The decision to determine if a school will be locked during the day
  - Concern around books chosen for Battle of the Books - might not be age appropriate (3 out of 4 so far this parent considers inappropriate)
  - Is it possible to choose more positive uplifting reading material in elementary and in particularly secondary school?
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## Muskoka area schools

- **IEPs**
  - generally unless a child has an IEP, parents have no awareness of what an IEP is
  - not enough communication about the IEP ie. why and process
  - begin communication in the early years so parents are aware of pathways
  - reiterate that it is a team approach: teacher, SERT, Principal and parent
  - there isn't consistency between teachers on home feedback, some send IEP progress reports home consistently and some don't
- **Breakfast Club & Health Inspections** - Some schools experienced a surprise when the Health Inspector showed up and they need to make a lot of changes to pass safe food handling. Dish washing: How do you implement a 3 sink wash method when you only have 2 sinks? Where do get the sanitizer and testing strips? If the dishwasher doesn't reach temperature need to replace. A commercial dishwasher is extremely costly. What are other schools doing?
- **Create a central place for TLDSB specific:**
  - **FUNDRAISING**- successful & recommended (example: selling Christmas trees, HPS / theme baskets, IRWIN), not successful & not recommended (recipes in a jar out of Montreal, GPS), include a list of preferred vendors. Event based fundraisers are an opportunity to get families into the school and come together as a community.
  - **PRO Grants**- successful & recommended, not successful & not recommend, include a list of speakers / companies & resource.

- EXAMPLE: Science North is highly recommended with track record or excellent presentation and engagement
      - EXAMPLE: There is a math company (sorry I didn't write it down and cannot recall) that HPS is planning to have in for their Math Night however GPS indicated they had them at their school last year and do not recommend as not engaging and didn't find them professional
    - **BREAKFAST Club**- share menus & best practices
    - Suggested that a private Facebook page for sharing ideas, experiences & best practices is created for TLDSB School Council Chairs.
  - School Council Meetings best attended when:
    - end on time
    - have a "selling feature" such as Principal report on EQAO and/or guest speakers help draw attendance
  - It was noted that in general, it is getting harder to find volunteers. Evident even in the community at large for winter festivals.
  - Suggested that when there are several schools in one town- eg. Huntsville, Bracebridge, Gravenhurst- chairs should get together and discuss dates for events & fundraising so that dates aren't duplicated. This helps attendance/participation and soliciting in the community.
  - PRO Grants events for this year are Math, Science North, Healthy Boundaries, Art.
  - Would like to know what's happening in TLDSB. Suggested a TLDSB School Council survey be distributed and results shared with chairs. Focus on fundraising- what are you doing, why fundraising, how much are you raising, school council meetings- how many are attending, what's on agendas, Parent engagement events- what doing, how is attendance, how are you using your \$500, etc.
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## Haliburton Area Schools

- things that are working well re. IEPs include working closely with the school and ensuring the student is included as the IEP is developed, implemented and assessed
- it was noted that there are missed early opportunities for assessment and resources in the early primary grades
- stigma is an issue when it comes to how IEPs are perceived by parents
- attendees committed to sharing the link to TLDSB's special education site with their council members and encouraging parents to talk to the school/board if they have any questions or needs

**2018-2019 DSC-PIC Meetings**

Thursday, November 8, 2018

Thursday, March 21, 2019

Thursday, January 17, 2019

Thursday, May 9, 2019

**District Chairs 2018-2019:**

City of Kawartha Lakes

Haliburton County

District of Muskoka

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