

UPPER GRAND DISTRICT SCHOOL BOARD
SPECIAL EDUCATION ADVISORY COMMITTEE

MINUTES

The Special Education Advisory Committee of the Upper Grand District School Board met on Wednesday, November 14, 2012, at 7:00 p.m. in the Boardroom at 500 Victoria Road North, Guelph.

The following Association Members were present: Beth Haworth, Community Member-at-Large, Sharon Dills, Learning Disabilities Association of Wellington County, Jason Offer, Association for Bright Children-ABC, Sue Shaw and Carrie Proudfoot, Autism Ontario-Wellington County, Don Richardson, Integration Action for Inclusion in Education and Community (Ontario).

Present from Staff were: Christine Kay, Elementary Principal, Tracey Lindsay, Principal of Program, Doug Morrell, Superintendent of Program, Sandra Szpular, Collaborative Projects Lead/Special Education Coordinator, Superintendent of Education, Brent McDonald.

Trustees Present: Marty Fairbairn and Jennifer Waterston

The following sent regrets: Katie Vanderyt, VIEWS for Children Who Are Blind or Have Low Vision, Kim Brenner, Parents for Children's Mental Health-Wellington County, Stacey Stevens, VOICE for Hearing Impaired Children, Trudy Counter, Coordinator-Communication, Language and Speech Services, Sandra Roberts, Secondary Vice-Principal.

The following were absent: Pauline Busby, Community Living Guelph-Wellington.

Jennifer Waterston called the meeting to order welcoming everyone.

APPROVAL OF AGENDA

Marty Fairbairn moved that the Agenda of the November 14, 2012, Meeting be approved.

The motion carried.

APPROVAL OF MINUTES

Jason Offer moved that the Minutes of the Meeting held on October 10, 2012 be approved.

The motion carried.

Doug Morrell, Superintendent of Program, read the following resolutions:

**APPOINTMENT OF NEW SPECIAL EDUCATION ADVISORY COMMITTEE –
ALTERNATE REPRESENTATIVE**

At its meeting held on October 30, 2012, the Upper Grand District School Board adopted the following resolution:

THAT the Board accept Carole Craig as a member of the Special Education

Advisory Committee, representing Parents for Children's Mental Health for a term ending December 1, 2014.

RESIGNATION OF SPECIAL EDUCATION ADVISORY COMMITTEE MEMBER

At its meeting held on October 30, 2012, the Upper Grand District School Board adopted the following resolution:

THAT the Board accept the resignation of Heather Clemmer, member of the Special Education Advisory Committee, representing Easter Seals Ontario.

LEAVE OF ABSENCE OF SPECIAL EDUCATION ADVISORY COMMITTEE MEMBER

At its meeting held on October 30, 2012, the Upper Grand District School Board adopted the following resolution:

THAT the Board grant the request for a leave of absence to Laurie Whyte, the Special Education Advisory Committee representative for FASworld Canada, for the current school year.

STAFF REPORT ON BULLYING PREVENTION AND SCHOOL CLIMATE SURVEY SHARING

Through a PowerPoint entitled "Bill 13–The Accepting Schools Act", Superintendent Brent McDonald began by providing background about the legislative changes and requirements that inform our practice. Following Bill 212 "Progressive Discipline and School Safety" and Bill 157 "Keeping Our Kids Safe at School", Policy/Program Memoranda #144 "Bullying Prevention and Intervention" and Policy/Program Memoranda #145 "Progressive Discipline and Promoting Positive Student Behaviour" provided direction to boards around policies and procedures.

A handout entitled "Creating Safe and Accepting Schools: Information for Parents about the Accepting Schools Act (Bill 13)" was distributed. In June 2012, Bill 13 was passed into law with implementation beginning in September. As part of the Accepting Schools Act, schools must have a Safe School Committee, a Bullying Prevention and Intervention Plan which must be posted on school websites and communicated with parents and a Bullying Prevention Program in place. The Bullying Prevention Plan and Safe, Equitable and Inclusive School Strategy and the Annual Reporting template are reviewed by the Principal and Superintendent during their fall visit.

As part of Provincial Bullying Prevention and Awareness week, some of the work being done to promote safe and inclusive schools through events and activities taking place were referenced. Schools in the Upper Grand were given an opportunity to submit requests to receive \$500 to promote Bullying Prevention and Awareness in their schools. The board website will highlight some of the school-based events taking place.

The Ministry of Education will be providing further direction about required policy changes as a result of Bill 13 and boards will be expected to have their revised policies in place by February 2013. The training around Bill 13 began in the fall with Administrators. A new

committee is being established - The Safe, Equitable, and Inclusive Schools Steering Committee which will meet to receive updates, reports, be made aware of updates from the Ministry, as well as receive feedback from community groups.

Brent McDonald reviewed the School Climate Survey data. The surveys are completed by students in grades 4-6 and 7-12 as well as parents every two years. The student results gathered about bullying and positive sense of belonging were two areas reviewed. The information gathered through the parent surveys were also shared and looked at whether parents were aware of how to report bullying to school staff. Carrie Proudfoot commented that it would be helpful if the survey contained more parent friendly language.

Carrie Proudfoot asked if our board was looking at an anonymous way to report bullying to which Brent McDonald replied that although we do not have this now, he could look at it.

Sue Shaw asked if there is an appeal process in place if a parent and principal disagree whether something could be considered bullying. Brent McDonald responded that a key component with training staff is the definition of bullying encompasses a broader definition and Bill 13 makes the definition much clearer however, there is not an official appeal process at this time. Doug Morrell suggested that perhaps this could be an item discussed amongst the new committee.

Jason Offer asked when schools are to have their Bullying Prevention and Intervention Plan posted on the school website and asked for clarification about the Safe Schools Binder information. Brent McDonald responded that February 1st is the deadline for schools to have their Bullying Prevention and Intervention Plan posted. The binder which will also be posted on the Staff Web Portal, contains resources, talks about programs to promote bullying prevention and character education.

Don Richardson asked if the School Climate Survey will be published at schools so there is an opportunity to review the data. Brent McDonald responded that the Safe Schools Committee and School Councils review their school data however we can take this to the committee for consideration.

Marty Fairbairn moved that the "Staff Report on Bullying Prevention and School Climate Survey Sharing", be received.

The motion carried.

Don Richardson moved that Carrie Proudfoot be the representative from SEAC on the Safe, Equitable and Inclusive Schools Steering Committee.

The motion carried.

SEAC COMMITTEE PLANNING

Doug Morrell referred to the SEAC Planning template that was distributed to everyone following the request received at the October meeting. Members commented they would like to be given the opportunity to provide meaningful input rather than simply receiving reports and would like to receive feedback about the actions taken.

It was suggested that we add an “Action Items” section to the meeting minutes, similar to a planning chart. Jennifer Waterston commented that in the past, Associations have provided presentations at SEAC about the exceptionalities they were representing.

The list of suggested presentation items compiled to be reviewed at the next meeting are:

- New Manager of Mental Health/Addiction Programs and Services position
- Individual Education Plan (IEP) Review
- Role of the Child & Youth Counsellor
- SEAC Website
- Role of the Specialized Support Team
- Learning Profiles (common among associations)
- Goals
- Parent Involvement Committee (PIC) and how they connect to SEAC
- Blogs
- Guest speakers (example “Leadership for Inclusion” Edmunds and MacMillan)
- Best Practices, Wins and Losses
- Technology
- Communication – website maintenance, technologies
- Following an identified child from JK to graduation-how the system manages the child's education/experience (scenarios flow chart)
- Equity and Inclusive Education - follow-up
- Data around Suspensions and Expulsions
- Bullying Prevention and Intervention – follow-up

OPEN FORUM

Sharon Dills reminded everyone of the upcoming Technology Forum scheduled for November 27th at ARC Industries. The Learning Disabilities of Wellington County Newsletter has been distributed. The Annual General Meeting will be held on December 5th at Riverside Glen Retirement Home.

Don Richardson reported that the Integration Action for Inclusion in Education and Community (Ontario) Conference will be held the first weekend in May at Queens University in Kingston. They are launching a website, Twitter, blog, and Facebook page.

Carrie Proudfoot reported that the Autism Ontario - Wellington County Movie Mornings and Family Swimming continue and they are planning a holiday party in December. The Parent Support group meetings will begin again in January. They are also looking into having the Bullying movie at the Bookshelf once again.

Sandra Szpular asked if a SEAC member would be interested in being part of the team that is looking at Accessibility as well as someone to take part in reviewing technology. Don Richardson offered to review the Accessibility Plan and Carrie Proudfoot offered to be part of the technology review group.

UPDATES FROM THE SUPERINTENDENT OF PROGRAM

Doug Morrell provided information about the labour actions that began on November 12th noting that although ETFO is not currently in a legal strike position, a reduction in some of the voluntary work by members may be happening. Labour sanctions for OSSTF staff did begin on November 12th as members were in a legal strike position. There is information posted on the Board website which provides a list of staff impacted and a link to the OSSTF website where the sanctions are outlined.

Doug Morrell reported that the link to the Special Education Advisory Committee has been added to the Upper Grand website under "Our Board". Carrie Proudfoot believes it should also read "SEAC" and that this link should be located in the main menu so it is highly visible. Doug Morrell will investigate this request further.

The EQAO Support and Outreach Team will be providing a Regional Parent Forum on December 1, 2012 in Toronto. This will be composed of two sessions: Answering Parents' Top Questions about EQAO Assessments and Dr. Lynda Colgan from Queen's University who will be speaking about the importance of mathematics. An invitation has been extended to any interested SEAC members. If interested, please email Donna Glodziak no later than November 21st so registration may be submitted.

TRUSTEE REPORT

Marty Fairbairn commented on "We Day" he attended at The Aud in Kitchener which was very well attended.

He also spoke about the Summit on Children and Youth Mental Health 2012 that took place in October which he attended along with Trustee Susan Moziar, Dr. Lynn Woodford, Manager of Mental Health/Addiction Programs and Services and Sandra Szpular, Special Education Coordinator/Collaborative Projects Lead from our board.

Jennifer Waterston spoke about the presentation made at the Program Committee Meeting by Resource Teacher, Sean Cameron on iPads for students with Autism that appeared in the Toronto Star Newspaper.

Jennifer Waterston also referred to the question about Bill 13, Accepting Schools Act, 2012 which has passed and received Royal Assent noting that Bill 14, Anti-Bullying Act, 2012 did not pass however parts of this bill were incorporated into Bill 13.

MEETING SUMMARY, RECOMMENDATION(S) AND MOTION

Don Richardson provided context around the motion he requested be tabled at the meeting this evening following his review and comparison of the Upper Grand Special Education Report and that of another board.

Doug Morrell referred to the Ministry of Education memo distributed entitled "Instructions Regarding School Boards'/School Authorities' reports on the Provision of Special Education Programs and Services, 2012" and attached "2012 Special Education Report Checklist" that lists the required items to be included and submitted to the Ministry of Education. He added that perhaps someone from the Ministry could attend a meeting to discuss this or SEAC could review our report further to consider adding other information.

A few suggestions included adding some goals, deadlines, data and perhaps objectives and measures.

Doug Morrell suggested that we could consider adding some of the information found in

the Board Improvement Plan for Student Achievement (BIPSA). The BIPSA will be presented in December.

Following discussion, Don Richardson requested that the motion he requested be tabled at the meeting below be withdrawn.

SEAC requires that the Upper Grand District School Board revise its 2012 Special Education Report, and ensure that subsequent Special Education Reports, follow the model of the London District Catholic School Board (attached) and include:

- measurable goals supported by specific performance measures and detailed strategies to achieve outcomes;
- a Community Consultation process that details timelines and communication strategies, a plain language summary of how community feedback will be reviewed and dispositioned, SEAC's involvement in the Annual Review of the Special Education Plan, the Parent Involvement Committee's involvement in that Annual Review, an annual SEAC meeting with the Board of Trustees, and specific activities for community consultation;
- procedures and guidance for SEAC members who wish to provide Minority Reports;
- articulation of the Board's commitment to Inclusive Education;
- components in the Board Improvement Plan that are related to Special Education, and;
- a Special Education Report checklist of all the components required to be included in a Special Education Report by the Ministry of Education together with additional components for the Upper Grand District School Board

SEAC further requires that the revised 2012 Special Education Report be tabled at SEAC for a thorough discussion and review, facilitated by an independent, expert facilitator.

ACTION ITEMS

- Upper Grand DSB - Special Education Report Framework
- Agenda/presentation topics to be prioritized at the December SEAC Meeting
- Upper Grand DSB - SEAC link
- Names for the EQAO Parent Forum are due to Donna Glodziak by November 21st.

ADJOURNMENT

Sue Shaw moved that the Meeting be adjourned at 9:29 p.m.

The motion carried.