

**UPPER GRAND DISTRICT SCHOOL BOARD**  
**SPECIAL BOARD MEETING - TUESDAY, JULY 9, 2013**

A special meeting of the Upper Grand District School Board, notice of which was given on July 3, 2013, was held on Tuesday, July 9, 2013 in the Boardroom at 500 Victoria Road North, Guelph, starting at 7:00 p.m. The purpose of the meeting was to receive and consider the Special Education Report 2012-2013, the Special Education Plan 2013-2014, the Minority Report: Special Education Plan 2013-2014, the Response to Trustee Request, and two In-Camera items.

Vice-Chair, Trustee Fairbairn presided and all members were present with the exception of Trustee Busuttill who was unable to connect to the meeting through teleconference and Student Trustees Brown and Dong. Trustees Bailey and Moziar participated via teleconference.

**CONFIRMATION OF THE AGENDA**

Trustee Schieck moved, that the agenda be confirmed as printed.

**The motion carried.**

**DECLARATIONS OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

**MOTION TO RISE AND SIT IN COMMITTEE**

Trustee Cooper moved, seconded by Trustee Gohn, that the Board rise and sit in Committee of the Whole with the Vice-Chair presiding.

**The motion carried.**

Trustee Borden assumed the role of Chair for items 4 and 5 to allow Trustee Fairbairn to introduce these items as distributed to Trustees.

**SPECIAL EDUCATION REPORT 2012-2013 AND SPECIAL EDUCATION PLAN 2013-2014**

Trustee Fairbairn placed for consideration the Special Education Report 2012-2013 for receipt and the Special Education Plan 2013-2014 for approval.

Mr. Doug Morrell, Superintendent of Program and Ms. Sandra Szpular, Special Education Coordinator introduced the Special Education Report 2012-2013 for information and the Special Education Plan 2013-2014 for consideration.

Mr. Morrell began the presentation by providing background around the instructions received by boards each year from the Ministry of Education by way of a memo entitled “Instructions Regarding School Boards’/School Authorities’ Plans for the Provision of Special Education Programs and Services”. The required components are based on the *Standards for School Boards’ Special Education Plans, 2000*. Mr. Morrell explained that the April 19, 2010, Ministry of Education memo, attached as Appendix A advised school boards that as of 2010, they would not be required to submit a Special Education Plan to the Ministry. This memo stated that a Special Education Report was to be shared with SEAC for input, made available to the community, and include information about the special education programs and services available to meet the needs of students in the board. The memo included a checklist containing the required components of the Special Education Report to be completed, signed by the Director of Education and submitted to the Ministry of Education by the required date.

The Ministry of Education memo of April 16, 2013, entitled “Instructions Regarding Special Education Plans and Reporting Requirements on the Provision of Special Education Programs and Services” (Appendix D) differs from the requirements of the past three years. This year, boards are being directed to continue with the development of a Special Education Report as well as a separate Special Education Plan. The required components continue to be based on the *Standards for School Boards’ Special Education Plans, 2000*.

Ms. Sandra Szpular, Coordinator of Special Education reviewed the Special Education Report 2012-2013 and highlighted the various sections noting the areas that are new this year including the addition of the goals for special education which are based on the system foci contained in the Board Improvement Plan for Student Achievement (BIPSA). The creation of a chart outlining the topics and information provided at SEAC throughout the year, recommendations made by SEAC and the action taken based on each topic was highlighted as was the information contained in Appendix A which includes *If, Then* statements and SMART goals from the BIPSA related to special education.

Ms. Szpular then introduced the Special Education Plan 2013-2014 which contains the same components of the Special Education Report. The ways in which the Special Education Plan differs from the Report were highlighted. The Plan contains the Targeted Goals for Students with Special Needs which are based on Ministry direction and goals to support the BIPSA. Additional information about the Board’s Consultation Process was reviewed as well as the Appendix A which is taken from the BIPSA.

#### **MINORITY REPORT: 2013-2014 SPECIAL EDUCATION PLAN**

Trustee Fairbairn introduced the Minority Report: 2013-2014 Special Education Plan as distributed to Trustees and called upon Mr. Don Richardson, a SEAC association member to speak about the Minority Report.

Mr. Richardson introduced the Minority Report this evening referring to Regulation 306 that requires boards to provide a Special Education Plan to the Ministry. Mr. Richardson expressed concern about being informed of the meeting this evening on short notice. He explained the rationale behind the submission of the Minority Report

drawing attention to the various areas outlined in the document. He further explained that SEAC has been encouraging the board to create a plan that contained SMART goals, objectives and indicators for accountability and to provide transparency.

In response to questions from Trustees regarding the Minority Report, Mr. Richardson commented that he was not sure of the changes made to the document following the June SEAC meeting and clarified goals, objectives and indicators as well as an opportunity for a consultation process with SEAC and the community were what was being requested. In response, it was noted that the community consultation piece is included as one of the next steps in the Board's Consultation Process for 2013-2014.

Trustee Fairbairn thanked staff for their hard work on the Special Education Report and Special Education Plan.

Trustee Waterston moved THAT:

1. the Special Education Report 2012-2013 of the Upper Grand District School Board (Appendix E) dated June 28, 2013, be received.
2. the Special Education Plan of the Upper Grand District School Board 2013-2014 (Appendix F) dated June 28, 2013, be approved.

**The motion carried.**

Trustee Fairbairn moved THAT:

1. the Minority Report: 2013-2014 Special Education Plan, dated June 12, 2013, be received.

**The motion carried.**

Trustee Fairbairn assumed the Chair position.

## **RESPONSE TO TRUSTEE REQUEST**

Dr. Martha Rogers, Director of Education provided the response to trustee request as a follow-up to the delegation at the June 25, 2013 Board meeting regarding the Rockwood Centennial School Transportation.

Dr. Rogers reviewed the information contained in the powerpoint and walking routes that was provided as part of the Superintendent Wright's presentation. Dr. Rogers also noted that staff had been in contact with both the municipality and the Ministry of Transportation to obtain further information and engaged the service of recently retired, Mr. Seguin to do a vehicle gap analysis to assist with addressing the concerns. An explanation of gap analysis was provided. The study results indicated that on average, a crossing guard is not warranted at the specific intersection. Dr. Rogers provided this information to Trustee Cooper so it could be shared with parents.

Trustee Borden moved that we proceed to the In Camera portion of the meeting.

**The motion carried.**

## **IN CAMERA**

### **MOTION TO RISE AND REPORT TO BOARD**

Trustee Borden moved that the Committee of the Whole rise and report to the Board.

**The motion carried.**

### **RATIFICATION OF BUSINESS**

Trustee Borden moved, seconded by Trustee Moziar, that the business transacted by the Committee of the Whole be now ratified by the Board.

**The motion carried.**

### **ADJOURNMENT**

Trustee Waterston moved, seconded by Trustee Moziar, that the Board adjourn and this meeting now close at 9:39 p.m.

**The motion carried.**