

Upper Grand District School Board
Special Education Advisory Committee

Minutes
Wednesday, May 9, 2018

The Special Education Advisory Committee of the Upper Grand District School Board met on Wednesday, May 9, 2018 at 7:00 p.m. in the Boardroom at 500 Victoria Road North, Guelph.

The following Association Members were present: Jason Offer, Association for Bright Children-ABC; Carole Craig, Integration Action for Inclusion in Education and Community (Ontario) (Alternate); Carrie Proudfoot, Autism Ontario-Wellington County; Sharon Dills, Canadian Mental Health Association Waterloo Wellington; Jen Paterson, Learning Disabilities Association of Wellington County; Stacey Stevens, VOICE for Deaf and Hard of Hearing Children; Laurie Whyte, FASworld Canada; Member-at-Large, Monica Chamberlain

Present from Staff were: Tracey Lindsay, Superintendent of Program; Wendy Donaldson, Assistant to the Superintendent of Program; Heather Davis, Elementary Principal; Audra Cook, Secondary Vice-Principal; Special Education Consultants, Mark Howe, Erin Leslie

Trustees Present: Martha MacNeil

Regrets: MaryAnn Schouten, Coordinator of Communication, Language and Speech Services; Special Education Consultants Ben McCabe, Kim Cozzolino, Kathy Green, Debbie Snow, Jackie Speers, Jacqueline Weresch

Absent: Barbara Lustgarten-Evoy, Trustee; Wendy McIntosh-Clodd, Haley Warren, Secondary Vice-Principal; Christine Kay, Elementary Principal; Don Richardson, Integration Action for Inclusion in Education and Community (Ontario); Sue Shaw, Autism Ontario-Wellington County (Alternate); Member-at-Large, Michelle Watterson

Carrie Proudfoot, Chair of SEAC called the meeting to order.

Approval of Agenda of May 9, 2018

Jen Paterson moved that the agenda of May 9, 2018 be approved. Stacey Stevens seconded the motion.

The motion carried.

Approval of Minutes of April 11, 2018

Jen Paterson moved that the minutes of April 11, 2018 be approved. Jason Offer seconded the motion.

The motion carried.

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Action Items

Tracey Lindsay addressed the committee and provided the following updates:

- Google Hangout for SEAC meetings – Peter Scantland provided an update to Tracey Lindsay. IT is in the process of selecting a vendor. Their next steps include creating IT Standards for Web-Conferencing, demo-ing the selected vendor's product, installation, training and documenting. Tracey Lindsay will provide further updates as they occur.
- Letter of support for FASD to be drafted by Chair - in progress
- Representation on School Senate – Policy 106 (Student Trustees) and Procedures Manual (106-A) were uploaded to the folder on UGCloud. Tracey Lindsay shared email from Superintendent of Education, Doug Morrell referencing SEAC's concerns. Jason Offer questioned Section 7 (Participation of Student Trustees) of the Procedures Manual which specifies that trustees must be physically present for three meetings. Martha MacNeil responded that this is to ensure that the seat does not become vacant even though there is the option of calling into the meeting.

Correspondence

1. Letter dated March 19, 2018, addressed to Special Education Advisory Committee Chairs, from Shelley Foster, Chair, Special Education Advisory Committee, Peel District School Board, requesting SEACs to consider joining the **#StopTheBusDelays** campaign to urge the government to find a solution to these ongoing bus delays. There are template letters and resources available at www.peelschools.org/StopTheBusDelays that may assist you in contacting your local MPP.
2. Letter dated April 19, 2018, addressed to Honorable Indira Naidoo-Harris, Minister of Education, from Kelly Smigielski, Chair, Peterborough Victoria Northumberland and Clarington Catholic District School Board, writing in support of the findings contained in the Auditor General of Ontario's Annual Report, 2017.
3. Letter dated April 26, 2018, addressed to Minister Indira Naidoo-Harris, Minister of Education, from Tracy Grant, SEAC Chair of the Thames Valley District School Board, detailing their concerns regarding the development, access to, support, and funding of the Special Needs Strategy
4. Letter dated April 26, 2018, addressed to Michael Coteau, Ministry of Children & Youth Services/Ministry of Community and Social Services, from Tracy Grant, SEAC Chair of the Thames Valley District School Board, detailing their concerns regarding the development, access to, support, and funding of the Special Needs Strategy
5. Letter dated April 26, 2018, addressed to Minister Dr. Helena Jaczek, Ministry of Health & Long Term Care, from Tracy Grant, SEAC Chair of the Thames Valley District School

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Board, detailing their concerns regarding the development, access to, support, and funding of the Special Needs Strategy

Committee discussed correspondence that was received and requested that the Chair draft a letter of support for **#StopTheBusDelays**. UGDSB has an excellent relationship with their consortium and has not had any difficulties.

No other action required for remaining letters.

Open Forum – Best Practice and Good News

Laurie Whyte, FASworld Canada – Laurie is planning to connect with Tara Leskey, the new FASD Coordinator (Dufferin) this month.

Stacey Stevens, VOICE for Deaf and Hard of Hearing Children – On April 19, 2018, Deaf and Hard of Hearing students met at Erin District High School for the first of three adult-led workshops. This year's focus was female students in grades 8 to 12. Positive feedback was received.

Carrie Proudfoot, Autism Ontario-Wellington County – Ontario Autism released an election toolkit for the upcoming election. It can be used by other associations for election questions: <http://www.ensembleunderstands.com/2769-2/>

Policy Review

Martha MacNeil-Trustee - No updates. Presentations on the agenda will address policy information.

Long Term Accommodation Plan (LTAP)

Jennifer Passy, Manager of Planning, thanked SEAC for the opportunity to present the draft Long Term Accommodation Plan (LTAP). LTAP is a strategic review of the Upper Grand District School Board's facilities, population projections, and enrolment forecasts. It does not recommend changes to the school programs or boundaries.

She detailed Phase 1 of the process which started in January 2018. Public meetings were held to gather input within the geographical regions of the Board. The feedback from these meetings developed the LTAP Final Report (draft) which was presented to Trustees at the Business Operations Committee meeting on March 20, 2018.

Phase 2 of public engagement for LTAP follows a similar format to the first phase with 5 regional meetings scheduled within the jurisdiction. In addition, it is being presented to the Advisory committees of the Board: French as a Second Language (May 7, 2018); Special Education Advisory Committee (May 9, 2018); Parent Involvement Committee (May 28, 2018); and Student Senate (May 29, 2018).

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The input from these consultations will inform the Final Report that will be presented to Trustees in June. Jennifer Passy requested SEAC provide their feedback online <https://www.ugdsb.ca/board/planning/long-term-accommodation-plan/> or by downloading the forms from the website and returning them to staff at the meetings or to any UGDSB school office. Forms may also be mailed or dropped off to the Board office by May 29, 2018.

PowerPoint presentation has been uploaded to the May SEAC folder of UGCloud.

Out of Area/Out of District Policy

Denise Heaslip, Superintendent of Education, responsible for the Dufferin elementary schools and the Early Years program addressed SEAC and thanked them for the opportunity to present Policy 501, Out of Area.

This policy has not been reviewed in several years but is one of the more frequently referred to policies. Several of the proposed changes to the policy include the name change to Out of Area/Out of District; emphasizing the expectation that students attend their school in the policy statement; specific criteria for the request; and policies for accessibility.

She explained that timelines have changed to allow for applications to be received earlier (January) and therefore a response to parents would be sent out by the end of June.

She asked that SEAC's include their questions regarding transportation, code of conduct, etc., in their feedback on the Board website. Deadline for input is May 24, 2018.

<https://www.ugdsb.ca/board/policy/policy-501-out-of-area-attendance/>

Draft Policy 501 has been uploaded to the May SEAC folder on UGCloud

Special Education Plan 2018-2019 and Special Education Report 2017-2018

Wendy Donaldson provided a PowerPoint outlining the areas of revisions that were made to the Special Education Plan throughout the year. The updated sections were uploaded to each month's Special Education Review folder for SEAC's comments/additional revisions.

She explained the colour coding within the Special Education Plan 2018-2019 and what it represented:

- Yellow highlights were used to indicate changes that occurred as a result of SEAC's feedback.
- Green highlights reflect the SPEC ED Goals that are being reviewed this month.
- Pink highlighted areas were revised by other Board staff based on the changes in their departments.

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She asked SEAC to review the draft Special Education Plan 2018-2019 and email her directly with any changes by June 4, 2018. The final draft plan will be uploaded to the SEAC folder on June 6, 2018 for SEAC's discussion at the June 13, 2018 SEAC meeting. A reminder will be sent out when the draft final Plan has been uploaded for SEAC's review. Changes (if any) will be highlighted. Approval of the Plan will occur at this meeting before it is received at the June 26, 2018 Board meeting.

The draft Special Education Plan 2018-2019 and PowerPoint presentation have been uploaded to the May SEAC folder on UGCloud.

Mental Health at UGDSB

Committee formed small groups to discuss and provide feedback regarding mental health supports at UGDSB. Carrie Proudfoot suggested that this could be an agenda item at the June SEAC meeting. Carole Craig asked if a sub-committee could be struck to organize the feedback. Tracey Lindsay commented that data collected is to be from the organization's perspective, not our own personal one. Sub-committee could meet throughout the summer if organizations are not in hiatus. Carrie Proudfoot replied that a survey could be developed for associations to provide feedback.

Tracey Lindsay responded that UGDSB will be reviewing the Mental Health Plan. Jenny Marino, our Mental Health & Addictions Lead will attend SEAC to gather feedback regarding strategic actions and plans. If a sub-committee is formed, this feedback will be useful to inform the Mental Health Plan.

SEISSC Monthly Update

Next meeting is scheduled for May 30, 2018.

Updates from the Superintendent of Program

- Tracey Lindsay read memo from Glen Regier, Superintendent of Finance, who highlighted the changes to the Grants for Student Needs (GSN) Special Education funding. He will come to June SEAC with an update on the Board budget.
- May 7-14 is Mental Health week. Each day staff receives strategies for Mental Health. **SUPER** stands for the mental health and well-being skills that we will be building each day of the week: **S**ocial Connection; **U**nderstanding Emotions; **P**ersonal health – sleep, nutrition, exercise; **E**mpathy; **R**esilience
- May 7–11 is also Education week. On Monday, the ceremony to start off the week was held at Paisley Road PS.
- Special Olympics will be held on May 16th at St. James Catholic High School in Guelph

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- May 24, 2018 – Youth Employment Opportunity Fair will be held at the Marriott Guelph Conference Centre for students completing Gr. 12. Local employers are looking to recruit for positions that will start when the school year is over. Employers are recruiting for summer, part-time, full-time or entry level career opportunities. More information is on the Board website.
- Today is Support Staff Appreciation Day

Trustee Report

Martha MacNeil – The opening of Education week was held at Paisley Road Public School on May 7, 2018. This year's theme is "Achieving Excellence through Equity and Inclusion". It started with a meet and greet of the First Nation, Métis, Inuit Education Advisory Committee. This is a joint committee with Wellington Catholic and UGDSB.

Meeting Summary, Recommendation(s), Motions(s) and Action(s)

Summary/Action Items:

Other

Adjournment

Jen Paterson motioned for adjournment of meeting at 9:05 p.m. Sharon Dills seconded the motion.