

Upper Grand District School Board
Special Education Advisory Committee

Minutes
Wednesday, June 13, 2018

The Special Education Advisory Committee of the Upper Grand District School Board met on Wednesday, June 13, 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; Don Richardson, Integration Action for Inclusion in Education and Community (Ontario); Sue Shaw, Autism Ontario-Wellington County (Alternate); Member-at-Large, Michelle Watterson

Present from Staff were: Tracey Lindsay, Superintendent of Program; Wendy Donaldson, Assistant to the Superintendent of Program; Heather Davis, Elementary Principal; Hayley Warren, Secondary Vice-Principal; Special Education Consultants, Kathy Green, Mark Howe

Trustees Present: Barbara Lustgarten-Evoy

Regrets: MaryAnn Schouten, Coordinator of Communication, Language and Speech Services; Martha MacNeil, Trustee; Laurie Whyte, FASworld Canada; Member-at-Large, Monica Chamberlain; Special Education Consultants, Ben McCabe, Kim Cozzolino, Debbie Snow, Jackie Speers, Jacqueline Weresch, Erin Leslie

Absent: Wendy McIntosh-Clodd, Audra Cook, Secondary Vice-Principal; Christine Kay, Elementary Principal

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

Approval of Agenda of June 13, 2018

Barbara Lustgarten-Evoy moved that the agenda of June 13, 2018 be approved. Sharon Dills seconded the motion.

The motion carried.

Approval of Minutes of May 9, 2018

Jen Paterson moved that the minutes of May 9, 2018 be approved. Barbara Lustgarten-Evoy seconded the motion.

The motion carried.

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Action Items

Tracey Lindsay welcomed everyone to the last meeting of the school year and thanked the committee for all of their participation and input to the work in the Special Education Department and for our kids with special needs. She provided the following updates:

- Google Hangout for SEAC meetings – Project Manager Peter Scantland reported that they will be working on this over the summer and hope to have it completed for September.
- Letter of support of Bill 191 (to promote awareness and understanding of FASD) – Carrie Proudfoot to draft – no update
- Sue Shaw requested that the Secondary Progress Report action item be left open as she felt it was not complete. Tracey Lindsay replied that SEAC's recommendations were distributed to the Secondary P/VPs. This is not a Ministry mandated report in Secondary and schools are not required to provide them. After much discussion, Don Richardson asked if Trustees could take this issue to the Board to ask the Ministry to issue a PPM to all boards on how to standardize progress reports.

Open Forum – Best Practice and Good News

Don Richardson, Integration Action for Inclusion in Education and Community (Ontario) – Annual AGM will be a virtual online conference (Inclusive Schools; Inclusive Lives: Leveraging our Power as Parent Advocates) this year to make it more accessible and inclusive. Speakers are scheduled for the morning and the AGM will begin at 2:00 p.m. Sessions will be recorded and all current IAI members will receive a link to the recorded sessions to view at their leisure. Information for the June 23rd AGM will be sent out to SEAC and the poster uploaded to the June SEAC folder on UGCloud. Register at www.inclusionontario.ca

Carole Craig, Integration Action for Inclusion in Education and Community (Ontario) (Alternate); - Carole Craig is retiring from SEAC as her son has aged out of high school. She has enjoyed working with all of the organizations within SEAC. A new alternate has been selected to replace her.

Sue Shaw, Autism Ontario-Wellington County (Alternate) – Ontario Autism had their AGM on the weekend. Keynote speaker discussed various types of autism and intervention strategies including the use of cannabis and the possible effects.

Jen Paterson, Learning Disabilities Association of Wellington County – Is in the process of planning the free Parent conference on October 20, 2018. Dr. Peg Dawson, a psychologist from USA will be keynote speaker. She has authored the Smart but Scattered Kids series. Sessions are planned for the afternoon including one from UGDSB Special Education department.

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Sharon Dills, Canadian Mental Health Association Waterloo Wellington – Parents of Children with Mental Health group continues to meet on Thursdays. All are welcome to attend; register at the office. Moving on Mental Health continues their work. Internally, organization is working in teams to put together pathways for mental health. Sharon will send flyer to be uploaded to SEAC folder and to the committee.

Policy Review

Tracey Lindsay on behalf of Martha MacNeil-Trustee – Deadline for public input for Policy 104 Access to School or Board Premises is June 21, 2018.

<https://www.ugdsb.ca/board/policy/policy-104-access-to-school-or-board-premises/>

Sue Shaw questioned why the button that was previously implemented on the front page of the UGDSB website for public input for draft policies was removed. Tracey Lindsay will follow up with Webmaster regarding issues identified.

Budget

Glen Regier, Superintendent of Finance, introduced himself and addressed SEAC. He began his presentation by detailing the grant revenue for special education. These grants include: Special Education Per-Pupil Amount (SEPPA); Special Equipment Amount (SEA); Differentiated Special Education Needs Amount (DSENA); Special Incidence Portion (SIP); Care, Treatment, Custody and Correctional Amount (CCTC); and Behavioural Expertise Amount (BEA). The 2018-2019 Special Education Grant Revenue Budget is \$52,921K up from the 2017-2018 Budget of \$49,485K. Increases in the grant revenue include: dedicated funding for 4 FTE to provide a multi-disciplinary team (in DSENA); additional funding support for students with complex needs (SIP); and training for Applied Behaviour Analysis (part of BEA). The last component was formerly funded by Education Program Other (EPO) funding and has been transferred to Grants for Student Needs (GSN) funding.

Sharon Dills asked if the SEA budget covered repairs. Glen Regier replied that the SEA funding is dedicated to SEA Expenditures and includes purchases, repairs and training.

Carole Craig asked if the CCTC and BEA amounts were based on population or is this amount really increasing. If we are spending on preventative measures (BEA), would the treatment (CCTC) amount be reduced? Glen Regier replied that this amount is based on various programs and depends on students in the programs. Tracey Lindsay commented that the treatment programs are run by the Ministry of Child and Youth (MCYC). We provide the funding for the educational assistants and the teachers but facilities and treatment centres are not managed by or funded by UGDSB.

Sue Shaw questioned if changes were anticipated with the new government. What would happen if there was a roll back? Glen Regier responded that we have not yet received

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any changes. If there were funding changes, the Board would determine how to best manage the impact. If there were any revisions to the 2018-2019 funding this change would be communicated out. Tracey Lindsay would bring this information back to SEAC.

The 2018-2019 Special Education Expenditure budget is \$60,568K. During the review, Glen Regier identified the positions that are within each expenditure category as they relate to the Special Education Plan. The expenditure categories include classroom teachers, supply staff, education assistants, professional/paraprofessionals, staff development, coordinators and consultants, textbooks/supplies, computers, and library/guidance. The last three categories are primarily SEA program expenses.

Sue Shaw commented that not all students take advantage of the special education funding. She asked what the percentage of special needs students is in the board and how is that reflected in the budget. Wendy Donaldson responded that this data could be gathered from the number of students with IEPs. The number of students with IEPs, provide an indication of the number of students accessing special education supports.

Carrie Proudfoot thanked Glen Regier for his presentation.

Slides were uploaded to the June SEAC folder of UGCloud.

Supporting Students with Anxiety

Jenny Marino, Mental Health and Addictions Lead and Dr. Lynn Woodford introduced themselves to SEAC. Jenny Marino began the presentation by explaining the definition of anxiety, stress and anxiety disorder. She detailed the various supports for each definition and explained what each level contained.

Dr. Lynn Woodford introduced SEAC to the ongoing work in schools for students not attending school; for students having difficulties getting into class when they get to school; and students with high anxiety while at school. The goal is to ensure that school, home and the student are working collaboratively to have the student attend and engage in school in a supportive way that promotes learning, growth and resiliency. She provided details of the levels of supports that are available. Preventative measures are done for all students in both elementary and secondary. More resources are being developed and will continue into the fall.

Carrie Proudfoot asked if students diagnosed with another diagnosis would be able to access these supports. Jenny Marino responded that yes and also there is collaboration within the system and community.

Professional development is being done to shift the culture in the classroom. Jenny Marino commented that having a conversation with teachers sometimes causes those shifts. She added that the more information you have about the student; collaboration with

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community mental health; learning the history; determining the stressors, helps to address the anxiety and provide the required supports.

Tracey Lindsay responded that in the Special Education Plan, there are steps that we follow when students are struggling. If specific things don't happen, and parents have already spoken with the resources at the school, they are encouraged to contact the Principal, Superintendent or Superintendent of Program.

Don Richardson suggested that UGDSB consider peer support in the classroom, an area that he has been focusing on. His organization has been investigating and trying out different peer support programs. Students are a significant resource and the literature shows that this is very successful, beneficial and healthy.

Carrie Proudfoot thanked Jenny Marino and Dr. Lynn Woodford for their presentation.

Presentation material is uploaded to the June SEAC folder on UGCloud.

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

Wendy Donaldson reminded SEAC that the Draft Special Education Plan has been updated monthly throughout the year. Last month the final draft version was uploaded for SEAC's review. She added that she received some editing notes, and one change. The final staff updates were added to the Plan today and are in the folder.

The final version will be presented at Board, posted on the Board website and then sent to the Ministry at the end of June.

Don Richardson congratulated Wendy Donaldson for the work done on the Special Education Plan. He was impressed with the way the Board Improvement goals were integrated and the Special Education goals incorporated; very articulate and clearly presented. Wendy Donaldson thanked Don Richardson on behalf of herself, her team and SEAC.

She asked if SEAC had any questions regarding the Special Education Goals. This report was uploaded for SEAC's review prior to the meeting.

She reviewed the 2017-2018 goals that were set for this past school year and provided details of the progress. SEAC suggestions/comments were noted for each goal.

Goal 1: Re-design the special education page on the Board website with the goal of making it more user friendly for parents and community members. **Completed**

SEAC suggestions: The one-click button is missing; super text heavy; super clunky; need someone to explain it; make goal broader to include improving communication so parents can advocate for their child; make information accessible on the website; need to

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disseminate the information as many families do not have a computer; consider peer supports

Wendy Donaldson – Organizations to help find a way to get the information out; try to make a more responsive response, how can we utilize our co-leadership?

Goal 2: Students will have student-specific transition plans on their IEP. Goal will continue into next school year (2018-2019)

SEAC: notably difference now. Transition plan is very specific but need to have a broader plan for a student going into next grade.

Goal 3: Continued improvement in the area of parent consultation in the development of IEPs. **Completed**

SEAC: do parents (both if separated) receive the same information package in the development of the IEP when a student has an IEP developed midway through the year.

Goal 4: Further develop, engrain and embed the use of technology to support student learning outcomes K-12 (not limited to SEA) in regular and self-contained classrooms.

This goal is revised to be more specific on the type of technology that will be used in elementary and secondary.

SEAC: barriers that the teacher may not use it; advocate for a system approach; mandate specifics

Goal 5: Further develop and embed ABA strategies in IEPs and classroom practices to support students with ASD. Goal is continuing for the next school year.

Goal 6: Continue to develop the Literacy and Numeracy Skills of Students in Self-Contained Mild Intellectual Disability/Language-based Learning Disability Classes (MID/LLD), Learning Disability (LD) & Locally Developed Compulsory Courses (LDCC) (100% implementation)

This goal will be rewritten for next school year with more specific measurable outcomes.

Goal 7: School special education departments will actively participate in pathway development using the new policy and framework.

This goal will continue next year.

Goal 8: Program Services department will work with schools to enhance the inclusivity of students with special education needs.

Team will be working with schools to share best practices around ISTs in schools and work to improve school capacity to support students at this level.

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New goals for 2018-2019 have been created and included in the draft Special Education Plan 2018-2019.

The draft Special Education Plan 2018-2019 and Draft Special Education Report 2017-2018 have been uploaded to the June SEAC folder on UGCloud.

SEISSC Monthly Update

Meeting held on May 30, 2018. No update.

Updates from the Superintendent of Program

- The EveryDay Hero Awards were held on May 29th. Great celebration! Nominees are selected by their peers. There were 11 finalists from a total of 44 nominees. Recipients include dedicated volunteers, teachers, board staff and others.
- Students from the Community Transition Program at Norwell District Secondary Skills completed an impressive project. They learned about Project Backboard, a non-profit group that transforms public basketball courts into works of art. After receiving permission from the Town of Minto, they designed and painted one of the largest painted basketball court murals in Canada incorporating parts of Palmerston's history in the design. The school will be hosting a community BBQ and unveiling on June 16th.
- A young student from June Avenue Public School has been named the Walk Ambassador for Guelph's Autism Speaks Canada Walk. Quinn, an eight year old was diagnosed with autism when she was two. An energetic and humorous kid, she describes autism as her super power. She says that having autism means that she learns differently and can have difficulty expressing her emotions. She is excited to be chosen as a Walk Ambassador. Guelph's Walk will take place on Sunday, June 17th at the Guelph Arboretum at the University of Guelph.

Trustee Report

No Report

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

Summary/Action Items:

Carole Craig asked SEAC association members to email her if they were interested in meeting in the summer to set up a sub-committee to discuss a survey for Mental Health Supports at UGDSB. She will send out a doodle poll to set a date. Monica Chamberlain has already offered to sit on this sub-committee if struck.

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Actions Items:

- Secondary Progress Reports - SEAC would like the Board to recommend to the Ministry of Education to consider developing a PPM directive to Boards on how to standardize Secondary School Progress reports across the province. Trustee Barbara Lustgarten-Evoy will ask Trustees to support this recommendation to the Ministry.
- Policy button on Board website to be reviewed. Tracey will ask to fix.

Other

Wendy Donaldson thanked Ben McCabe, Special Education Consultant, for all his great work in Special Education. He has taken a position as a Special Education Head at Wellington Heights. We will definitely miss him and wish him much success.

Adjournment

Jen Paterson motioned for adjournment of meeting at 9:55 p.m. Carole Craig seconded the motion.