

Upper Grand District School Board  
**Special Education Advisory Committee**

**Minutes**  
**Wednesday, June 12, 2019**

The Special Education Advisory Committee of the Upper Grand District School Board met on Wednesday, June 12, 2019 at 7:00 p.m. in the Boardroom at 500 Victoria Road North, Guelph.

**The following Association Members were present:** Carrie Proudfoot, Autism Ontario-Wellington County; Monica Chamberlain, Learning Disabilities Association of Wellington County; Sharon Dills, Canadian Mental Health Association Waterloo Wellington; Stacey Stevens, VOICE for Deaf and Hard of Hearing Children; Tina Danese, Easter Seals Ontario; Erin Knight, Integration Action for Inclusion in Education and Community (Ontario) (Alternate), Kelsey Noseworthy, VOICE for Deaf and Hard of Hearing Children (Alternate); Danielle Richer, FASworld Canada (Alternate); Mandi Naismith, Autism Ontario-Wellington County (Alternate); Jason Offer, Association for Bright Children-ABC (web conference)

**Present from Staff were:** Tracey Lindsay, Superintendent of Program; Wendy Donaldson, Assistant to the Superintendent of Program; Chad Guyitt, Elementary Principal; Audra Cook, Secondary Vice-Principal; Special Education Consultant, Dave Mesesnel, Jackie Speers

**Trustees Present:** Jennifer Edwards, Robin Ross (web conference), Linda Busuttil

**Regrets:** MaryAnn Schouten, Coordinator of Communication, Language and Speech Services; Laurie Whyte, FASworld Canada; Don Richardson, Integration Action for Inclusion in Education and Community (Ontario); Hayley Warren, Secondary Vice-Principal

Carrie Proudfoot, Chair called the meeting to order.

**Approval of Agenda of June 12, 2019**

Sharon Dills moved that the agenda of June 12, 2019 be approved. Stacey Stevens seconded the motion.

**The motion carried.**

**Approval of Minutes of May 8, 2019**

Mandi Naismith moved that the minutes of May 8, 2019 be approved. Tina Danese seconded the motion.

**The motion carried.**

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**Action Items**

Tracey Lindsay welcomed everyone to the last SEAC meeting of the school year. There are no new actions items and the three outstanding ones will be rolled into the next school year. These are:

- Progress Reports in Secondary Schools – Superintendent Zen will report back in the fall
- Taking Stock – Superintendent Zen will present in October/November
- Inclusive Education – Inclusive documentation shared with SEAC to be reviewed with Don Richardson for a clearer definition of inclusive education and inclusive schools

**Correspondence**

Letter dated May 10, 2019, addressed to the Honourable Lisa Thompson, Minister of Education, from Shelley Foster, Chair, Special Education Advisory Committee of the Peel District School Board, expressing their disappointment that the Ministry has not responded to their letter dated January 16, 2019 regarding the Ministry's decision on August 24, 2018 to change the SIP allocation amount. In addition, PDSB is disappointed that the Ministry is continuing to make decisions that will negatively affect students with special needs. They are asking the Ministry to reconsider how they are supporting students with special needs and change course before it is too late.

Committee will defer drafting response until the fall.

**Open Forum – Best Practice and Good News**

**Monica Chamberlain**, Learning Disabilities Association of Wellington County – Reading Rocks program will start up in the fall. They are hoping to add new programs in October for the next school year.

**Erin Knight**, Integration Action for Inclusion in Education and Community (Ontario)(Alternate) – The annual IAI AGM and conference held on June 8, 2019, based on challenging the assumptions of: autism, behavior, speech, education, accessible education with a focus on human rights, etc. was well attended. There were over 100 people registered.

**Danielle Richer**, FASworld Canada (Alternate) – The 'Reach For It' program has ended for this year. They hope to receive funding in September for next school year. Conference for caregivers and parents was well attended and many school board staff participated.

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**Tina Danese**, Easter Seals Ontario – Three additional Easter Seals Ontario Scholarships were awarded this year due to a major donation that was received by the Board of Directors. Camps are over 90% capacity for students and there are waitlists.

**Stacey Stevens**, VOICE for Deaf and Hard of Hearing Children - Family camp conference is scheduled for August 10-11 at Bark Lake Leadership and Conference Centre in Irondale Ontario. It is an opportunity for children and parents to interact and meet other families who are affected by deafness and hard of hearing.

### **Policy Review**

**Tracey Lindsay** - You are invited to review Policy 203, Video Surveillance. This policy is important for staff, students, school councils, parents, community members and community users of schools because video surveillance at UGDSB is used to promote a safe and secure environment while upholding the right of privacy of individuals. Please submit online feedback at [www.ugdsb.ca/board/policy](http://www.ugdsb.ca/board/policy). **The deadline for public input is June 28, 2019** at 4 p.m. EST. Persons without internet access may call 519-822-4420 (or toll-free 1-800-321-4025) ext. 723 to request a printed copy of the draft documents. This is the only policy on the board website for review.

### **Draft Budget**

Glen Regier, Superintendent of Finance addressed SEAC and shared the Special Education Financial Summary. He explained that with all the funding changes this year, overall funding for Special Education has seen some increases and is relatively stable. On the expenditure side, there were some changes, particularly in our local priorities funding which are tied to our extension agreement. These include educational positions and educational assistants. He added that the draft budget submitted to the Trustees on June 3<sup>rd</sup>, maintained the educational assistants (EAs) positions despite the expiration of the local priorities funding linked to these positions. In addition there are twenty-three additional Special Education EAs included in the budget for next year due to the increased needs of students. He commented that this Board has prepared a budget that has maintained and increased many of the Special Education resources.

He provided the revised estimates of the 2018-2019 budget and explained the grant details of: Special Education Per-Pupil Amount (SEPPA)(this funding is generated based on total Board enrolment including identified and non-identified students); Special Education 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 Board as a Budget Committee will meet again on June 25, 2019 for budget recommendations. Board meeting will follow.

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Carrie Proudfoot asked for clarification regarding any cuts to EA supports. Glen Regier responded that there were none; they were actually increased.

Carrie Proudfoot replied that this committee represents a large population that requires this support within the system and it is very, very much appreciated.

Glen Regier thanked SEAC for the opportunity to present.

*Special Education Financial Summary Report was uploaded to the folder on UGCloud.*

**Special Education Plan 2019-2020 and Special Education Report 2018-2019**

Wendy Donaldson addressed SEAC and explained that the work on Special Education Plan 2019-2020 is complete. No feedback regarding changes has been received and we are moving forward.

Tracey Lindsay responded that the Special Education Plan 2019-2020 and the Special Education Report 2018-2019 are accepted at SEAC before they are presented to Trustees. Approval of the documents occurs at the final Board meeting on June 25, 2019. They are submitted to the Ministry in July and posted on the Board website.

Wendy Donaldson explained the work that her team completed on the Special Education Report 2018-2019. The draft Special Education Report was shared with the committee on Friday, June 7, 2019 and feedback was requested by Tuesday June 11, 2019. She noted that no changes were received and the Report is now complete.

She reviewed the details and provided the measured outcomes of each of the goals. Suggestions from tonight's meeting will be reviewed and added to the goals for next year.

In Goal #6, Kelsey Noseworthy questioned if Tech Quest was just being introduced in secondary? Did the tech students not use Google Read&Write for EQAO? Wendy Donaldson replied that the use of technology with EQAO has been happening for a long time. She added that we were aware they have not had the same training opportunities as the elementary panel has. A reason this may be happening in secondary is there is limited access to full class technology in the classroom and historical student training around in elementary. Carrie Proudfoot commented that there is still a huge gap between some teachers that they are not able to make fillable documents, using Brightspace to upload documents, etc. Wendy Donaldson replied that it will need to continue to be a priority for our department. Carrie Proudfoot added that this is also missing IEP goals to not have the technological piece. Tracey Lindsay responded that as an example, Tech Quest would show the teacher how to do that (make an accessible document, convert a file or to create a document that is accessible). The goal of Tech Quest is to make you actually do the work. Carrie Proudfoot asked if there was data being collected to know where the gaps are in secondary across each school. Tracey

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Lindsay replied that for Tech Quest 1.0 four secondary schools participated and for Tech Quest 2.0, all of the secondary schools took part. We are monitoring how many teachers are participating.

Wendy Donaldson explained that for Goal #7, regarding developing individualized transition plan goals, the goal for 2019-2020 is moving to offer a 'Back to Basic-Build Alignment' for IEPs.

Mandi Naismith asked who the 'Back to Basic IEP' was targeting. Teachers? SERTs? CYCs? Wendy Donaldson responded that the team will be having this conversation in a couple of weeks to establish a baseline. She added that we have every intention of writing an effective IEP so that parents can understand what is happening in the school. Building the teacher's understanding of the IEP to help improve their skills will have the greatest impact.

Tracey Lindsay informed the committee that the Special Education Plan and the Checklist are the only documents required to be submitted to the Ministry. She added that our SEAC moved to prepare the Report several years ago. This is in addition to the requirement and is not done in every Board.

**SEISSC Monthly Update**

No update. Tina Danese requested minutes from the last meeting but had not received them yet.

**Trustee Report**

Jennifer Edwards expressed her appreciation for an event that she attended on May 17, 2019. It was a small group of deaf and hard of hearing kids from Grades 10-12 from our Board who were given the opportunity to experience a day at the University of Guelph. She shared her personal story of her daughter who was diagnosed when she was 7 years old. Her daughter is now entering university. This event, which is organized by the UGDSB, helps students to prepare for university, learn to problem solve and advocate for themselves.

Linda Busuttil – in addition to the budget and the additional EAs, there are two items coming from the Board

- Results of the International Baccalaureate survey for Erin, Dufferin and Orangeville came to Business Operations Committee on June 11, 2019. The recommendation is that there is no recommendation for a second location for the IB programme.
- A recommendation from the Policy Management Committee to develop a drug overdose protocol.

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**Updates from the Superintendent of Program**

Some of our olympians missed our own Special Olympics (held on May 15, 2019) to go to the Ontario Invitational Youth Games. Students from Centre Dufferin DHS, Guelph CVI, Norwell DSS, Orangeville DSS and Wellington Heights competed in Toronto and many of them came home with medals.

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

No recommendations or action items. The remaining three items will be rolled over to the next school year.

**Other**

Carrie Proudfoot shared an incident that occurred with a field trip. She asked that SEAC look at recommendations for communications regarding busing and field trips. Tracey Lindsay responded that this will be a new action item for the new year.

**Adjournment**

Monica Chamberlain motioned for adjournment of meeting at 8:15 p.m. Erin Knight seconded the motion.

Tracey Lindsay thanked the committee for a great year. Carrie Proudfoot wished everyone a great summer!