

Upper Grand District School Board
Special Education Advisory Committee

Minutes
Wednesday, November 13, 2019

The Special Education Advisory Committee of the Upper Grand District School Board met on Wednesday, November 13, 2019 at 7:30 p.m. in the Boardroom at 500 Victoria Road North, Guelph.

The following Association Members were present: Don Richardson, Integration Action for Inclusion in Education and Community (Ontario); Danielle Richer, FASworld Canada (Alternate); Mandi Naismith, Autism Ontario-Wellington County (Alternate); Jason Offer, Association for Bright Children-ABC; Shelley Marks, VIEWS for the Visually Impaired; Michelle Barrett, VIEWS for the Visually Impaired (Alternate); Laurie Whyte, FASworld Canada; Denise Helm, Canadian Mental Health Association Wellington Waterloo; Monica Chamberlain, Learning Disabilities Association of Wellington County; Stacey Stevens, VOICE for Deaf and Hard of Hearing Children (web-conference)

Present from Staff were: Wendy Donaldson, Assistant to the Superintendent of Program; Chad Guyitt, Elementary Principal; Hayley Warren, Secondary Vice-Principal Special Education Consultant, Dave Mesesnel

Trustees Present: Robin Ross (web-conference), Jennifer Edwards, Trustees;

Regrets: Tracey Lindsay, Superintendent of Program; Carrie Proudfoot, Autism Ontario-Wellington County; MaryAnn Schouten, Supervisor, Communication, Language and Speech Services; Audra Cook, Secondary Principal; Tina Danese, Easter Seals Ontario

Absent: Erin Knight, Integration Action for Inclusion in Education and Community (Ontario) (Alternate); Kelsey Noseworthy, VOICE for Deaf and Hard of Hearing Children (Alternate)

Jason Offer, Acting Chair welcomed everyone to the meeting. As there was no quorum at the October SEAC meeting, the following agenda, minutes and notes were approved.

Approval of Agenda of October 9, 2019

Laurie Whyte moved that the agenda of October 9, 2019 be approved. Danielle Richer seconded the motion.

The motion carried.

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Approval of Agenda of November 13, 2019

Danielle Richer moved that the agenda of November 13, 2019 be approved. Laurie Whyte seconded the motion.

The motion carried.

Approval of Minutes of September 11, 2019

Laurie Whyte moved that the minutes of September 11, 2019 be approved. Denise Helm seconded the motion.

The motion carried.

Approval of Notes of October 9, 2019

Danielle Richer moved that the notes of October 9, 2019 be approved. Mandi Naismith seconded the motion.

The motion carried.

Action Items

No action items for this month

Correspondence

The below correspondence was deferred from October 9, 2019 meeting:

1. Letter dated July 5, 2019, addressed to the Honourable Lisa M. Thompson, Minister of Education, from Mary-Ann Fuduric, Chair, Special Education Advisory Committee of the Greater Essex County District School Board, expressing their concern about the recent changes to the provincial funding model for class size averages and with the announcement of mandatory e-learning courses.
2. Letter dated July 5, 2019, addressed to the Honourable Lisa M. Thompson, Minister of Education, from Mary-Ann Fuduric, Chair, Special Education Advisory of the Greater Essex County District School Board, expressing their disappointment with the Minister of Education's decision to reduce the increase to the Special Incidence Portion that was previously announced for the 2018-2019 school year.
3. Letter dated August 26, 2019, addressed to the L'honorable Stephen Lecce, Minister of Education, from Mme Monique Briand, President of CCED & Mme Johanne Lacombe, President of Conseil des écoles catholiques due Centre-Est (CECCE) expressing their concerns about the proposed changes of student/teacher ratio in secondary and the necessity to include four of their course choices online (e-learning). Students with special needs will have difficulties and will not benefit from these changes.
4. Letter dated September 23, 2019, addressed to L'honorable Stephen Lecce, Ministry of Education, from Jacques Kenny, President of the Conseil scolaire catholique

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Providence, and Pauline Morais, President of CCED, outlining their concerns about the changes in the funding model for services offered to children with autism.

5. Letter dated September 23, 2019, addressed to L'honorable Stephen Lecce, Ministry of Education, from Jacques Kenny, President of the Conseil scolaire catholique Providence, and Pauline Morais, President of CCED, offering their support of Project de la Loi 44, on FASD. They are asking that Fetal Alcohol syndrome is recognized as a neurological disorder/anomaly.
6. Letter dated September 23, 2019, addressed to L'honorable Stephen Lecce, Ministry of Education, from Jacques Kenny, President of the Conseil scolaire catholique Providence, and Pauline Morais, President of CCED, expressing their concern about the recent changes to the provincial funding model for class size averages and mandatory e-learning courses.

No action required.

Open Forum – Best Practice and Good News

Laurie Whyte, FASworld Canada – Applied for a grant from the City of Guelph and the Rotary Club for “Reach For It” program. If this funding is not received, the program will not continue. New members are joining on FASD Facebook groups and attending the meetings.

Shelley Marks, VIEWS for the Visually Impaired – VIEWS will be holding a special meeting for VIEWS members on Saturday, December 7, 2019, beginning at 10:00 a.m. and ending at noon, (to be followed by a lunch that will end by 1:00 p.m.) (the “Special Meeting”). This Special Meeting will be held at the CNIB Toronto Community Hub located at CNIB Community Hub at 1525 Yonge Street, Toronto. At this Special Meeting, Views members will hold a vote to repeal the existing by-laws of Views (the “Existing By-Laws”) and to approve by-law No. 6 (the “By-Law No. 6”). The formal part of the meeting will begin at 10:00 a.m. After the formal business meeting there will be an interesting and helpful educational program, followed by a lunch that is generously provided by CNIB. Please RSVP if you are going to attend in person, so we know how many mouths to feed. Also, please let us know no later than November 27th, 2019 of any dietary restrictions that you have. RSVPs should be emailed to:

contact@viewson.ca

Monica Chamberlain, Learning Disabilities Association of Wellington County - Reading Rocks and SOAR being offered by LDAWC starting January 21, 2020.

There is a peer/parent support meeting on Wednesday November 27th at 7:00 p.m. (poster in November folder on UGCloud). The sign-up for the upcoming Peer Support meeting is already up on-line for registration at <https://ldawc.ca/events/>.

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There is also a parent Workshop coming up on Thursday January 23rd at 7:00 p.m., titled "Self-Regulation as part of learning/building Resilience". Parents can e-mail Monica at execdir@ldawc.ca for more information or to sign up. These will be run approximately every two months.

Upcoming events will be posted on the website as they become finalized and ready for registrations.

Guelph Storm tickets are on sale to support LDAWC and the United Way. LDAWC needs to sell 70+ tickets in order to qualify to run our biggest non-corporate fundraiser, a 50/50 draw at a Storm Game. Contact infor@ldawc.ca or call 519-837-2050 to order tickets. Game information is on poster which is uploaded to the November SEAC folder on UGCloud.

Policy Review

No policy to review.

Progress Reports in Secondary Schools

Carlo Zen, Superintendent of Education, Student Success Lead, thanked SEAC for the opportunity to present. He added that the request from SEAC was to review the secondary progress reports, also known as interim reports and look at best practices, format, consistency, transparency, etc.

Growing Success is the Ministry document that governs how school boards assess and evaluate students, including all forms of reporting. Reporting periods for elementary are mandatory for: Progress Reports in November; Term 1 Reports in January; Term 2 Reports in June. In Secondary, Progress Reports are not mandated by the Ministry; only the Midterm (November/April) and Final (January/June) reports. At UGDSB, the secondary progress reports are completed early in the semester and are meant as an early connection with parents. It is too early to evaluate in a comprehensive manner so there are no marks.

Carlo Zen distributed a draft of secondary progress reports that were modeled after elementary ones. He gave an explanation of the terms used when grading the students and the percentages associated with each. He added that these are ideas of what could be used for the descriptors. Other items included would be lates, absences, teacher comments and a checkbox to request an interview.

He asked SEAC for feedback on the format of the form and definitions to indicate progress of the student.

Laurie Whyte suggested that the form lead with the course, teacher and the lates and absences at the end so the negatives aren't at the beginning.

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Monica Chamberlain commented that she understood why the terms were used but parents find them confusing. She suggested Progressing Very Well (PVW); Progressing (P); and Significant Concerns (SC). It is too early to identify learning skills for the special education students, and it is discouraging to have the same wording used over and over. She added that if the student is having difficulties, the teacher should be communicating with the parents.

Laurie Whyte commented that the learning skills section for special education students is usually negative. She added that if the IEP is being followed and the student is supported, they will learn.

Carlo Zen asked SEAC to email him at carlo.zen@udgsb.on.ca with their questions and suggestions. The progress reports will be worked on over the year and will be shared with SEAC before being implemented.

PowerPoint presentation has been uploaded to the November SEAC folder on UGCloud.

EQAO Results

Jonathan Walker, Principal of Program and his Curriculum team presented the 2018-2019 EQAO and OSSLT results. He introduced Brett Walkling, Ashley Kozak and Rylan Pranger, Elementary Curriculum Leads and Sandra Kritzer and Ian MacPherson, Secondary Curriculum Leads.

The results included the Upper Grand District School Board and Provincial scores for Grades 3 and 6 in reading, writing and math; Grade 9 scores in math, and the Grade 10 Ontario Secondary School Literacy Test (OSSLT) results. A detailed PowerPoint presentation was presented by Jonathan Walker and his team and highlighted the achievements of students with special education needs. The results show that the work of the secondary and elementary program departments is impacting the learning of students in a positive way.

PowerPoint presentation was uploaded to the November SEAC folder on UGCloud.

Kindness Campaign

Wendy Donaldson shared information from Heather Loney, Communications Officer, regarding the launch of the social media campaign. The Kindness Campaign begins November 20 digitally and will continue for the rest of the month. Please share with your organizations in helping to promote a culture of kindness and positivity online and also in providing good role modeling across the community.

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Parent Guide to Special Education

Wendy Donaldson informed the committee that a request was received to review the Parent Guide to Special Education to make it more parent-friendly and accessible for finding information easily. Last month, a new version was developed following the Ministry guidelines. Some members felt it did not provide enough information and forwarded their suggestions to Wendy Donaldson.

Wendy Donaldson explained the highlighted sections in the document were a result of the feedback received. There were some additions, some rewording; some organization changes and some format changes. She asked SEAC to gather in small groups to decide the direction of the document. Don Richardson asked 'what was the goal of the document'? Wendy Donaldson replied that it is Ministry mandated that parents get access to information about special education. This is the first document that parents receive and it may be too overwhelming.

Suggestions for the document included:

- Definitions of IPRC and IEP and the processes; which one happens first.
- Educating school staff on identifications and what they include
- Use plain language in the document
- Speak with parent councils as they are connected to parents
- Use flowchart to visually show processes
- A one-page cheat sheet to explain special education and supports
- Interactive videos showing various steps/topics

Wendy Donaldson requested that members email her with additional feedback.

Parent Guide to Special Education was uploaded to the November SEAC folder on UGCloud.

SEISSC Monthly Update

No update.

Trustee Report

Robin Ross –

- ✓ At the Business Operations meeting on Tuesday, November 12, 2019, a resolution was passed to form a committee for Climate Emergency.
- ✓ Teachers bargaining units have been voting but there are no details except what is printed in newspapers.
- ✓ Winter is here, we are experiencing late buses.

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Jennifer Edwards –

- ✓ Jennifer wore her Kindness T-shirt which has #stopbullying and is ready for November 20th, when Kindness Campaign begins
- ✓ Gallery was full at the Business Operations meeting in support of the Climate Emergency resolution. Jennifer read part of Vice-Chair Mark Bailey's recommendations that had been passed the night before.

Updates from the Superintendent of Program

Wendy Donaldson on behalf of Tracey Lindsay provided the following updates:

1. **#WeAllHaveAbility – Let's help promote accessibility at home and school.**
1 in 5 Ontarians have a disability and 70% of disabilities are invisible. Starting this month (November), we will be sharing monthly accessibility information and a monthly challenge on the board website. Share your ideas, pictures and ways that you helped make your community more accessible by tweeting @ugdsb using #WeAllHaveAbility.

For more information about accessibility at the UGDSB, visit [the board website](#).

2. **UGDSB student trustees share important mental health initiative on social media.** Upper Grand District School Board Student Trustees Amelia and Nathalie and the UGDSB Student Senate have been busy this month spreading messages of mental health positivity on their social media accounts. They decided to launch this campaign and use their position as Student Trustees to help show UGDSB students how to access mental health information and supports.

To see some of the great work that Amelia and Nathalie have been doing this month, follow them on [Twitter](#) or Instagram (ugdsbstudentsenate).

For more information about the UGDSB Student Senate, visit [the board website](#).

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

Jason Offer reminded the committee to forward their notes to Wendy Donaldson for the Parent Guide to Special Education and to email Carlo Zen regarding secondary progress reports.

Other

Adjournment

Laurie Whyte motioned to adjourn the meeting at 9:05 p.m. Michelle Barrett seconded the motion.