

**Special Education Advisory Committee  
Meeting Minutes  
Limestone District School Board**

**April 17, 2019**

A meeting of the Special Education Advisory Committee was held in Barry C. O'Connor Board Room at the Limestone Education Centre, 220 Portsmouth Avenue, Kingston, Ontario, on Wednesday, April 17, 2019, at 6:00 p.m.

**Present:**

**Trustees:** K. McGregor, Chair  
B. Godkin, Trustee

**Members:** S. Henderson-Todd, Lennox and Addington Resources for Children  
A. Martin, Member-at-Large (Queen's University)  
N. Nicholson, Autism Ontario-Kingston Chapter  
L. Sansom, Association for Bright Children of Ontario  
C. Tooley, Down Syndrome Association Kingston  
C. Whalen, Family & Children's Services, Frontenac, Lennox & Addington

**Staff:** H. Box, Special Education Program Coordinator  
S. Burnett, Special Education Program Coordinator  
K. Leggett, Vice-Principal of Educational Services  
A. McDonnell, Associate Superintendent, Learning for All  
J. Murphy, Special Education Program Coordinator  
L. Rousseau, Educational Services and Safe Schools Coordinator  
D. Scarlett, Principal of Educational Services

**Regrets:** N. Carson, Epilepsy South Eastern Ontario  
P. Dendy, Member-at-Large  
D. Jalovic, Learning Disabilities Association of Kingston  
E. Sheldon, Community Living Kingston  
L. Conboy, Mental Health Lead

**Recorder:** Liz Strange, Records Management Coordinator

**1. Welcome**

Trustee McGregor called the meeting to order, welcoming all those in attendance to the meeting.

Trustee McGregor read the Indigenous Acknowledgement:

"The Limestone District School Board is situated on the traditional territories of the Anishinaabe and Haudenosaunee. We acknowledge their enduring presence on this land, as well as the presence of Métis, Inuit and other First Nations from across Turtle Island. We honour their cultures and celebrate their commitment to this land."

**2. Approval of Agenda**

*MOVED BY: Trustee Godkin, that the agenda, as presented, be approved. Carried.*

**3. Declaration of Conflict of Interest**

There were no declarations of conflict of interest.

**4. Business Arising From the Minutes**

a) SEAC start time for 2019-2020

As not all members of the committee were present it was decided that Trustee McGregor would send an email out for feedback on start times for the 2019-2020 school year.

**5. Presentation: Autism Ontario – Natalie Nicholson**

N. Nicholson stated that the Chapter's mission is to ensure that each individual with Autism Spectrum Disorders (ASD) is provided the means to achieve quality of life as a respected member of society.

The Chapter has recently moved into its new location at 82 Sydenham St (The Spire), and that the office is staffed Tuesdays and Thursdays from 9:30 to 2:00.

Autism spectrum disorder (ASD) is a life-long neurological disorder that affects the way a person communicates and relates to the people and world around them.

The Kingston Chapter offers a variety of programs including Family Support meetings, drop-in programs, and social outings, as well a number of special events throughout the year. This year the Chapter started a young adult (18+) social group.

On May 22 Autism Kingston will be hosting a workshop on Diverse Voices in ASD Practices. Further information can be found on the website.

The Chapter is run by a volunteer board of three people. It was confirmed that the Chapter does not receive any government funding. It runs through fund raising only.

**6. Educational Services Update – D. Scarlett**

D. Scarlett stated that LDSB is developing universal resources for transition planning, which will be available for all School to Community teachers, students, family members and community partners through My Blueprint.

Educational Services staff are working with a committee of teachers and a community partner to determine the current LDSB transition planning resources that will be included in My Blueprint, community resources that would be beneficial to include in My Blueprint, and any additional transition planning resources that may be beneficial to include in My Blueprint.

Work on this project will continue over the next few months and into the 2019-20 school year.

The tool can be used as a portfolio, to develop a resume, or explore volunteer opportunities, post-secondary options, career exploration etc. Educational Services looks forward to updating SEAC in June with our committee's progress.

**7. Correspondence**

None at this time.

**8. Association Updates**

As circulated with the meeting package.

**9. Other Business**

i) Ministry Updates – Associate Superintendent Alison McDonnell

Associate Superintendent McDonnell stated that there had been no new special education updates to share. The GSN announcements are later this year and will be shared with SEAC at the May meeting.

ii) SEAC Goal Setting

J. Murphy reviewed the process that was used by SEAC in the 2013-2014 school year to define a shared SEAC vision. At that time SEAC decided to focus on advocacy, community engagement and partnerships, and students and student achievement. Within each area of focus the group decided on a smart goal and action plan.

Associate Superintendent McDonnell noted that since this time there has been a full special education review at the Board and the development of a special education monitoring plan, as well as the development of the Board's new Strategic Plan.

C. Tooley asked if SEAC was involved in the consultation related to the special education monitoring plan and LDSB Strategic Plan development. Associate Superintendent McDonnell answered that SAEC was consulted in the development process for both.

A. Martin suggested that it would be beneficial to compare the special education monitoring plan and LDSB Strategic Plan against the document that SEAC developed in 2013-14.

Members were in agreement that this work should begin in September 2019.

iii) Resignation of member-at-Large

S. Shunk has regrettably resigned, effective immediately. The Board will proceed with filling this position as soon as possible.

iv) Service Animals in Schools – Public Consultation

The Ministry of Education is now beginning a public consultation on a draft Policy/Program Memorandum (PPM) School Board Policies on Service Animals. You may access the draft PPM and survey and provide online feedback by accessing the following link: [www.ontario.ca/page/consultation-service-animals-schools](http://www.ontario.ca/page/consultation-service-animals-schools). This consultation will be open until May 4, 2019.

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**10. Next Meeting Date**

Tri Board SEAC-May 15, 2019 at 5 pm at Algonquin & Lakeshore CDSB.

**11. Adjournment**

*MOVED BY: N. Nicholson, that the meeting adjourn.*

The meeting adjourned at 6:55 p.m.