

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

September 19, 2018

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, September 19, 2018, at 6:00 p.m.

Present:

Trustees: K. McGregor, Chair
A. Ross, Trustee

Members: N. Carson, Epilepsy South Eastern Ontario A. Collins, Easter Seals
D. Jalovcic, Learning Disabilities Association of Kingston
S. Henderson-Todd, Lennox and Addington Resources for Children
A. Martin, Member-at-Large (Queen's University)
B. Shoniker, Member-at-Large
C. Tooley, Down Syndrome Association Kingston

Staff: H. Box, Special Education Program Coordinator
L. Conboy, Mental Health Lead
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: E. Sheldon, Community Living Kingston
C. Whalen, Family & Children's Services, Frontenac, Lennox & Addington
N. Nicholson, Autism Ontario-Kingston Chapter
A. Collins, Easter Seals

Guests:

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 greeting:

"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: A. Ross, 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

None at this time.

5. Educational Services Update- Building Our Vision for the Future: Enhancing Special Education Services in Our District 2018-2019-Associate Superintendent Alison McDonnell, Principal Darlene Scarlet, Special Education Program Coordinator Sue Burnett

D. Scarlett and S. Burnett provided a presentation on LDSB's use of the provincial report card for elementary students receiving School to Community Services.

School to Community Services (SCS) provides support for students with an Intellectual: Developmental Disability (IDD) identification. Previously, SCS Teachers had responsibility for IEP development and reporting on an Alternative Report Card. The reporting document for all students should be the Provincial Report Card when appropriate, to ensure reporting practices align with *Growing Success*. Alternative report cards should continue to be used in situations where students are continuing to access alternative curriculum.

Educational Services will be supporting elementary school teams during the month of September by providing a half day of professional learning. School based release time will also be provided to support the collaboration between SCS Teachers, Classroom Teachers and in-school teams for IEP development, programming, and assessment, and evaluation of students with an IDD identification. A Special Education Support Teacher has been hired to support this important work in our elementary schools.

C. Tooley asked how the Special Education Support Teacher's time is allocated. D. Scarlett answered that the position is accessible only in elementary sites that have students accessing SCS, and the focus is on supporting appropriate programming, assessment and reporting. As it's new, the role is evolving. More information about the role can be shared with SEAC as the year unfolds.

Trustee McGregor asked if communication with parents has occurred. D. Scarlett replied that schools will share information directly with parents. Associate Superintendent McDonnell also shared that parents would be involved through consultation on the Individual Education Plan.

N. Carson asked for examples of students with developmental disabilities accessing provincial curriculum. D. Scarlett answered that in language and math teachers could identify expectations within the provincial curriculum. For example, a grade four student

who is working at a grade one level or a grade one student who is working at a grade one level but with the number and complexity of the expectations reduced.

Associate Superintendent McDonnell shared information about some new roles in Educational Services:

2.0 Autism Intervention Assistants –They will go out to schools for 4 week periods, and are assigned to students already being followed by the Autism team. Their role will be to build capacity in the school to support the student.

2.0 Behavior Intervention Assistants –They will be assisting staff to build capacity, and are aligned with the work of the Behaviour Action Team.

Trustee Ross asked if the funding for the positions is permanent. Associate Superintendent McDonnell replied that all supports and services are reviewed annually. Educational Services has chosen to use funding to create these positions.

N. Carson asked how the team decides where the supports go.

L. Rousseau answered that Behaviour Action Team (BAT) meets with the Student Support teachers on the team to review the students where these extra supports are most needed. These are students that have been referred to the BAT already, and have significant challenges in their learning environments.

H. Box answered that the Autism team looks at all referrals and decides where the assistance would be best used.

C. Tooley asked if the board is looking at placing any of these positions at secondary schools. H. Box answered that one placement is currently in a secondary school right now, and that all four are based on a K-12 model.

L. Conboy shared that that LDSB has implemented Social Workers in secondary schools and at its north end elementary schools. These staff are Master level social workers.

S. Henderson-Todd asked about the new speech and language service delivery model. Associate Superintendent McDonnell answered that the two new Communicative Disorders Assistant (CDA) positions provide intensive early language support, and support access to assistive technology for students accessing school to community services.

6. Correspondence

None at this time.

7. Association Updates

As circulated with the meeting package.

8. Other Business

- i) Ministry Updates – Associate Superintendent Alison McDonnell, Special Education Program Coordinator Sue Burnett

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- PPM 161-AP 311 Supporting Students with Prevalent Medical Conditions

Associate Superintendent McDonnell stated that the new Administrative Procedure is replacing two previous ones that covered only asthma and anaphylaxis. This new AP will be for asthma, anaphylaxis, diabetes, and epilepsy, as mandated by the Ministry.

Trustee Ross asked about the training for staff. Associate Superintendent McDonnell answered that the board has always had annual training in place for asthma and anaphylaxis. The new online modules includes all four areas.

- ii) Service Delivery Updates for 2018-2019 School Year - Associate Superintendent Alison McDonnell, Principal Darlene Scarlett

This item was discussed in Educational Services update.

- iii) Parent Involvement Committee Digital Working Group - Associate Superintendent Alison McDonnell

Associate Superintendent McDonnell shared that members of the Parent Involvement Committee have formed a Digital Working Group sub-committee, and are looking for someone from SEAC to attend a meeting to provide information on the benefits and challenges of assistive technology.

SEAC did not feel that they could identify a member who could speak to evidence based practices in the area of assistive technology.

MOTION: That Associate Superintendent McDonnell select an appropriate Educational Services Staff member to attend the sub-committee to provide information about assistive technology to its members.

MOVED BY: Trustee Ross. Carried.

- iv) Special Education Advisory Committee Handbook (SEAC) - Chair Karen

Associate Superintendent McDonnell stated that every four years the board is mandated to advertise for SEAC members. Information will be going out shortly. If current member agencies and members at large are interested in continuing to participate they will have to submit an application.

Applications will go to the Board, who will appoint the SEAC membership for the new four-year term.

10. Next Meeting Date

October 25, 2018

D. Jalovcic to present at the October meeting.

11. **Adjournment**

MOVED BY: B. Shoniker, that the meeting adjourn.

The meeting adjourned at 7:10 p.m.