

SECTION C-2
THE BOARD'S SPECIAL EDUCATION ADVISORY
COMMITTEE

The standard requires that the plan provide a description of ways in which the Board's SEAC fulfilled its roles and responsibilities during the school year.

The Special Education Advisory Committee is listed on the School Board Website. The link lists the committee members' names, phone numbers and email addresses and also lists the minutes of the meetings held throughout the year at various school locations.

SEAC members agree that the internet link provides parents and members of the public a greater opportunity to contact the individual members about concerns.

The Board has also offered the Special Education Plan on a number of occasions this past year to teachers currently enrolled in Special Education Part 2 and 3.

SEAC minutes for 2018-2019 are attached.

SEAC MEETINGS FOR SCHOOL YEAR
2018-2019

The Special Education Advisory Committee Meetings are held at various locations within the Renfrew County Catholic District School Board, starting at 6:00 p.m.

2018-2019 Meeting Schedule

September 12, 2018
October 17, 2018
November 21, 2018
February 20, 2019
April 17, 2019
May 15, 2019
June 12, 2019

SEAC MEMBER LIST
2018-2019

<i>Name</i>	<i>Association and Contact</i>	<i>Personal Contact</i>
Anne Haley	Trustee - Chair	ahaley@rccdsb.edu.on.ca
Carol Sulpher	Member at Large	csulpher@icloud.com
Colleen Whittier	Community Living/Easter Seals www.easterseals.org	luv2nurs@sympatico.ca
Daniella Santos	Member at Large	Daniellasantos2003@hotmail.com
Dave Sloan	Family & Children's Services <i>Pending</i>	evadnaols@gmail.com
Joan Daley	Learning Disabilities Association of Ontario Special Olympics pending	joandaley47@hotmail.com
Jodi Cotnam	Member of Large Learning Disabilities Pending	pathfinder@sympatico.ca
Mary-Lise Rowat	Resource	mrowat@rccdsb.edu.on.ca

See insert – "SEAC Advisory Committee



RENFREW COUNTY CATHOLIC DISTRICT SCHOOL BOARD



Minutes of the Special Education Advisory Committee Meeting

Held on Wednesday, September 12, 2018 at 6:00 p.m. Administration Office

Table with 3 columns: Category (PRESENT, RESOURCE, REGRETS, ABSENT), Name, and Role/Status.

1. Prayer

The SEAC Chair opened the meeting with a prayer at 6:00 p.m.

2. Approval of Agenda

MOTION 1: 12 SEP 2018

Moved by: Dave Sloan
Seconded by: Daniella Santos

That the agenda for the Special Education Advisory Committee meeting of September 12, 2018 be approved.

Carried/...

3. Declaration of Conflict of Interest

No conflict declared.

4. Presentation: Zones of Regulation

Sandy Brannan, Safe Schools Coordinator was welcomed to the meeting. Her role involves providing support to teaching staff to foster a warm, welcoming safe atmosphere in Board classrooms. Management of self-regulation strategies is key to enable students to stay calm, focused, alert and ready to learn. Sandy outlined several methods currently being used at our schools designed to promote self-regulation and emotional control designed to reduce stressors in the classroom. The Social Thinking program centres on cartoon characters each representing various emotions to teach management of feelings. The Zones of Regulation

model by Stuart Shanker was used as a pilot project to support individual classroom teachers last year and was so successful that it is expanding to two new schools this school year. It focuses on four states of emotional well-being, each represented by a colour: blue, green, yellow or red which symbolize the feelings: at rest, alert and ready to learn, frustrated or angry. Identification with a colour as an emotion is a helpful tool for children to become more self-aware and develop methods to control their personal spectrum of emotions and triggers for stress. Sandy was thanked for her interesting presentation.

5. Approval of Minutes from April 11 and May 16, 2018

MOTION 2: 12 SEP 2018

Moved by: Dave Sloan
Seconded by: Daniella Santos

That the minutes from the Special Education Advisory Committee meeting of June 13, 2018 be approved.

Carried/...

6. Board Reports

a. Staffing Update:

The Board has added four new positions to the Special Education Program Team to augment service to students with various needs and difficulties. Kevin DeRuiter has been hired as a Board social worker, Broucklyn Kerr was serves in the role as a second Speech and Language Pathologist, then Shauna Rampton and Vickie Anderson join the team as Inclusion SPATs. Stephanie McGuire has been appointed as a second ABA EA with system wide responsibility.

7. Association Reports

LEARNING DISABILITIES: LDAO resources were highlighted, including best practice pre-planning tools for the SEAC school year calendar, accessibility updates, SEA per pupil amount funding amount explanation, Cannabis education resources, and an LDAO Educators' Institute that took place in August 2018.

8. Old Business

a. Special Education Report 2017-2018

The Special Education Report for 2017-18 was submitted to the Ministry following approval at the June 2018 Board Meeting. It is available on the Board website. A hard copy was given to each SEAC member.

9. New Business

a. Special Education Report 2018-2019

The development of the Special Education Report for 2018-2019 will begin with an analysis of section “A” at the next SEAC meeting. This section is long, but most information is provincially mandated, not derived from the Board.

10. Next Meeting

October 17, 2018 at 6:00 p.m.

11. Adjournment

Moved by: Joan Daley
Seconded by: Dave Sloan

The SEAC meeting adjourned at 7:15 p.m.

Carried/...



RENFREW COUNTY CATHOLIC DISTRICT SCHOOL BOARD



Minutes of the Special Education Advisory Committee Meeting

Held on Wednesday, 17 October 2018 at 6:00 p.m. Administration Office

Table listing attendees: PRESENT (Anne Haley, Carol Sulpher, Danielle Santos, Joan Daley, Jodi Cotnam), RESOURCE (Mary-Lise Rowat), REGRETS (Dave Sloan, Colleen Whittier) and their respective roles.

1. Prayer

The SEAC Chair opened the meeting with a prayer at 6:00 p.m.

2. Approval of Agenda

MOTION 1: 17 OCT 2018

Moved by: Carol Sulpher
Seconded by: Jodi Cotnam

That the agenda for the Special Education Advisory Committee meeting of 17 October 2018 be approved, with the addition of Associations for New Members in the New Business Section.

Carried/...

3. Declaration of Conflict of Interest

No was conflict declared.

4. Approval of Minutes from 12 September 2018

MOTION 2: 17 OCT 2018

Moved by: Joan Daley
Seconded by: Carol Sulpher

That the minutes from the Special Education Advisory Committee meeting of 12 September 2018 be approved.

Carried/...

5. Board Reports

- a. Policy on Accessible Education for Students with Disabilities - OHRC
The Ontario Human Rights Commission has issued a broad policy outlining barriers for children with disabilities. Investigation covers pre-school, kindergarten and school age pupils through to post-secondary students and offers recommendations on numerous aspects and biases. A major focus of the report is the exclusion from education, which are deemed a full community responsibility from health care professionals, education staff and the community at large.

6. Association Reports

LEARNING DISABILITIES: A copy of the Learning Disabilities link to the new Ministry funding model is available for interested members. The complicated new funding model is based on formulas that cover sweeping factors, considering not only board enrolment, geographical data, student achievement, and EQAO data.

7. Old Business

- a. Special Education Plan 2018-19
The Committee reviewed Section “A” of the plan and made no amendments, although some sections will be updated as information is received on programs offered throughout the 2018-19 school year. The Committee will scan Section “B” for errors and/or omissions at the November meeting.

8. New Business

- a. OCSTA 2019 AGM Resolutions
Provincial SEAC’s are being provided the opportunity to prepare resolutions that have provincial implications to the attention of all Trustees in the province. Resolutions are to be developed for the OCSTA by January 31, 2019. Further consideration will be given to possible resolutions at the November meeting.
- b. BMS (Behaviour Management Systems) Training:
BMS Training will take place for all new EA, ECE and SERT staff on two training dates, October 29th or November 6th. The course is developed to help ensure respectful learning environments by providing positive behavior training. Participants are taught to identify the risk and protective factors in a student’s life

and are provided skills to recognize early warning signs of escalation and de-escalation techniques.

c. Associations for New Members:

Members are encouraged to align with organizations. Joan Daley offered to pass on her Learning Disabilities representation to Jodi Cotnam. Since Jeanne Charette will be resigning as the SEAC representative for Autism, that portfolio is also open for a new member.

d. Letter from PVNCCDSB SEAC

A letter was received requesting support for the impact of the Reports on Value for Money Audits, Section 3.08 and the comprehensive external review of the funding formula, including grant components and benchmarks, specifically the Special Education Grant. Since the province has adjusted funding, the former grants have been re-allocated and some Boards have seen a detrimental impact. As such, the PVNCCDSB SEAC requests that the Ministry initiate follow up action to ensure ongoing, equitable distribution of funds across boards to support special needs students. It was explained that the changes to funding are beneficial to the RCCDSB.

9. Next Meeting

November 21, 2018 at 6:00 p.m.

10. Adjournment

Moved by: Jodi Cotnam
Seconded by: Daniella Santos

The SEAC meeting adjourned at 6:45 p.m.

Carried/...



RENFREW COUNTY CATHOLIC DISTRICT SCHOOL BOARD



Minutes of the Special Education Advisory Committee Meeting

Held on Wednesday, November 21, 2018 at 6:00 p.m. Administration Office

Table listing attendees: PRESENT (Bob Schreader, Daniella Santos, Joan Daley, Jodi Cotnam), RESOURCE (Mary-Lise Rowat), REGRETS (Anne Haley, Carol Sulpher, Colleen Whittier, Dave Sloan) with their respective roles.

1. Prayer

The SEAC Chair opened the meeting with a prayer at 6:00 p.m.

2. Approval of Agenda

MOTION 1: 21 NOV 2018

Moved by: Jodi Cotnam
Seconded by: Daniella Santos

That the agenda for the Special Education Advisory Committee meeting of November 21, 2018 be approved.

Carried/...

3. Declaration of Conflict of Interest

No conflict declared.

4. Presentation:

Katherine McLaughlin, Special Education Coordinator was welcomed to the meeting to update SEAC on the board Multi-Year Accessibility Plan for December 2016 to December 2019. She explained that under the Accessibility for Ontarians with Disabilities Act (AODA), businesses and organizations are required to provide a public plan to identify, remove and prevent barriers to enable full participation for people with disabilities. The Committee working to ensure the board is compliant with legislation is made up of a diverse group of staff from various departments, parents and a soon to be added EA. This group has developed a document that is dynamic and is being constantly updated with measures that have been completed to ensure individuals with disabilities can access services and facilities

within the RCCDSB. One achievement to note is the implementation of a bus driver training program on Autism Spectrum Disorders. Future improvements such as the addition of strobe lights to augment fire alarm systems were highlighted. To conclude, the board is complaint with the AODA directive to ensure learning environments are safe, flexible, appropriately designed and as usable as possible for equitable use by students, regardless of their age, ability or situation.

Katherine was thanked for her dedication and thorough review of the Accessibility Plan.

5. Approval of Minutes from October 17, 2018

MOTION 2: 21 NOV 2018

Moved by: Joan Daley
Seconded by: Jodi Cotnam

That the minutes from the Special Education Advisory Committee meeting of October 17, 2018 be approved.

Carried/...

6. Board Reports

- a. Inaugural Board Meeting Invitation
A SEAC member has been invited to bring greetings to the Inaugural Board meeting to be held on Monday December 3, 2018. The evening will begin with a Mass at Holy Name Parish, then proceed to the Board office. No members present at this meeting were able to attend.
- b. SEA (Special Equipment Amount) Evening of Training
School level SEA Trainers have requested further training. Since large groups cannot be absent from their positions during the day, interested staff may attend one of two sessions evening sessions to be held on November 22 (Pembroke) and November 29 (Renfrew). Registration shows that both sessions will be well attended.
- c. Day of PD for Educational Assistants
Professional activities for all EA's was to be held on Friday November 16. The session had to be cancelled due to inclement weather. The event will run on the PD day scheduled for February 1, 2019 and will feature such topic as data collection, BMS, assistive technology and Gap Training. SEAC members were invited to attend the afternoon presentation portion of the day.

7. Association Reports

LEARNING DISABILITIES:

- Attention was drawn to a valuable website for parents, <http://www.ldonline.org/>

- The provincial government is asking for parent, student and teacher participation in an education consultation survey <https://www.ontario.ca/page/for-the-parents>. Feedback from the survey will be used to direct future decision making.

8. Old Business

- a. Special Education Report 2018-2019
The Special Education Report for 2018-2019, Section “B” was reviewed, and a grammatical change was made.
- b. OCSTA Resolutions
OCSTA requested resolutions of a provincial-wide interest be considered for submission. It was decided that SEAC has no resolutions to put forward to OCSTA this year.

9. New Business

- a. Upper Grand District School Board Letter
A letter was received from the SEAC Chair at Upper Grand District School Board. It requests Ministry support amend the Education Act to promote awareness and understanding of permanent brain injury resulting from prenatal exposure and best support for students who may have FASD.
- b. Service Animals in Schools
The government has introduced the Safe and Supportive Classrooms Act, 2018 which includes a proposed amendment to the Education Act regarding service animals. If passed, guidelines and policies will be developed to provide guidance to school boards on service animals in schools.

10. Next Meeting

January 16, 2019 at 6:00 p.m. The Committee will review Section C1 to C3 of the Special Education Report.

11. Adjournment

Moved by: Daniella Santos
Seconded by: Jodi Cotnam

The SEAC meeting adjourned at 7:01 p.m.

Carried/...



RENFREW COUNTY CATHOLIC DISTRICT SCHOOL BOARD



Minutes of the Special Education Advisory Committee Meeting

Held on Wednesday, February 20, 2019 at 6:00 p.m. Administration Office

Table listing attendees: PRESENT (Bob Schreader, Colleen Whittier, Daniella Santos, Dave Sloan, Joan Daley, Jodi Cotnam), RESOURCE (Mary-Lise Rowat), GUEST (Pat O'Grady), REGRETS (Anne Haley, Carol Sulpher) with their respective roles.

1. Prayer and Introductions

The SEAC Chair opened the meeting with a prayer at 6:00 p.m. and welcomed visiting Trustee Pat O'Grady.

2. Approval of Agenda

MOTION 1: 20 FEB 2019

Moved by: Joan Daley
Seconded by: Colleen Whittier

That the agenda for the Special Education Advisory Committee meeting of February 20, 2019 be approved.

Carried/...

3. Declaration of Conflict of Interest

No conflict declared.

4. Presentation: Inclusion SPAT Role by Shauna Rampton and Vickie Anderson

Special Assignment Teachers for Inclusion, Shauna Rampton and Vickie Anderson, shared their individual backgrounds, and outlined their unique new role to support children and youth by promoting inclusion. The goal of inclusion is to develop thinking and acting behaviours that demonstrate universal acceptance and promote a sense of belonging for all students. The team strives to instill tolerant attitudes in healthy and productive environments plus oversees development of accessible classrooms and playgrounds.

Typical tasks for the team involve meeting for a three-day period with an entire class, small group or even individual students to support strategies to identify and remove obstacles and build connections and inclusivity in the classroom. Follow up reports and meetings ensure all educational partners work towards a greater understanding of the learners in the program. Other tasks include the development of learner profiles in regular and special needs classrooms, and the promotion of teacher proficiency in technology, such as the Google Read and Write.

Shauna and Vickie were thanked for their presentation and commended for their work on the new innovative program.

5. Approval of Minutes from November 21, 2018

MOTION 2: 20 FEB 2019

Moved by: Joan Daley
Seconded by: Daniella Santos

That the minutes from the Special Education Advisory Committee meeting of November 21, 2018 be approved.

Carried/...

6. Board Reports

1. Special Education Funding

a. 2017-2018 Special Equipment Amount Allocation

A memo from Claudine Munroe indicates the finalization of the 2017-2018 Special Equipment Amount (SEA) for claims-based equipment and student technology aids and to confirm the Board allocation of \$158,597.

b. 2017-2018 Special Incidence Portion Funding

A memo from Claudine Munroe indicates the finalization of the 2017-2018 Special Incidence Portion (SIP) claim based review and to confirm the Board allocation of \$14,869. It was noted that the Board has applied for additional funding to offset expenditures in Special Education.

c. Mental Health Newsletter – December 2018

The RCCDSB Mental Health Newsletter was shared as an information item.

7. Association Reports

LEARNING DISABILITIES: Joan Daley outlined LDAO topics: Education Consultations; EPO Funding Changes; SEAC Composition, orientation and Training; PA Days; PRO Grants and AODA Committees. Her handout will be shared electronically with SEAC members.

EASTER SEALS: Colleen Whittier reported that the Ministry survey on removing kindergarten and primary class size caps is available to be completed by interested parents and stakeholder groups.

8. Old Business

a. Special Education Report 2018-2019

The Special Education Report for 2018-2019, Section C-1 to C-3 was reviewed. References to the CCAC will be replaced with the updated Chaplain LHIN information.

9. New Business

a. Windsor-Essex Catholic DSB Letter

The Windsor-Essex Catholic DSB supports a letter sent to the Ministry by the Peterborough Victoria Northumberland and Clarington Catholic DSB regarding their opinion that the benchmark funding formula used by the Ministry is out-of-date, and they disagree with the inequitable dollar amount assessment used by the Ministry.

b. Durham District DSB Letter

The Durham District School Board SEAC sent a letter to the Minister of Education expressing that funding changes to the Special Incidence Portion directed by the Minister of Education in August 2018 are inadequate and will create inequity in funding among exceptionalities.

c. Proposed Updates to EQAO Reporting Denominator

Data was compiled following superintendent participation in a recent teleconference held by EQAO. EQAO advised boards that it will change how the denominator is used in reporting for primary, junior and OSSLT testing. Currently, students newly arrived in Ontario and students who access alternative learning expectations are included in the denominator. EQAO hopes to adjust the denominator to contain only students accessing the Ontario curriculum. Students who are not enrolled in the core English or Math curriculum, or who have moved from out of province within the last two years will not be included in the denominator.

d. Increased funding for assessments, data collection and resources directly linked to assessments

New Ministry funding of approximately \$80,000 will address the backlog of timely assessments for students requiring psychoeducational, language impairment, ASD or mood disorder testing. Monies will cover 15 to 18 additional assessments and will be available to support three areas:

1. Data collection to prepare lists of students waiting for assessment;
2. Resource allocation, such as Brigance; and
3. Full scale assessments, contracted to additional service providers.

10. Next Meeting

April 17, 2019 at 6:00 p.m.

11. Adjournment

Moved by: Joan Daley
Seconded by: Dave Sloan

The SEAC meeting adjourned at 7:35 p.m.

Carried/...



**RENFREW COUNTY CATHOLIC DISTRICT
SCHOOL BOARD**



**Minutes of the Special Education Advisory Committee
Meeting**

Held on Wednesday, April 17, 2019 at 6:00 p.m.
Administration Office

PRESENT:	Anne Haley	Chair, Trustee
	Pat O’Grady	Trustee
	Carol Sulpher	Member at Large
	Colleen Whittier	Easter Seals/Community Living
	Joan Daley	Learning Disabilities of Ontario
RESOURCE:	Jodi Cotnam	Member at Large – via telephone
	Mary-Lise Rowat	Superintendent of Education
REGRETS:	Daniella Santos	Member at Large
	Dave Sloan	Member at Large (<i>FCS Pending</i>)

1. Prayer

The SEAC Chair opened the meeting with a prayer at 6:03 p.m.

2. Approval of Agenda

MOTION 1: 17 APR 2019

Moved by: Colleen Whittier
Seconded by: Joan Daley

**That the agenda for the Special Education Advisory Committee meeting of
April 17, 2019 be approved.**

Carried/...

3. Declaration of Conflict of Interest

No conflict declared.

**4. Presentation: Home to School Transition for Kinders with Needs – Kelly
Etmanskie**

Kelly Etmanskie was welcomed to the meeting to discuss her role as one of two Special Education Coordinators responsible for the board transition program for kindergarten students entering school for the first time from home or daycare.

Kelly highlighted two case studies out of many possible scenarios as examples of the types of children entering school for the first time. First, a student with a clear ASB

diagnosis enters school from licensed daycare. This type of student has transparent and linear needs continued from daycare to the school setting and already has supports in place to serve strengths designed by a coordinator and ABA Specialist. Second, a child enters school directly from the home setting, not diagnosed or in licensed daycare. This type of child can develop aggression and impulsivity during the first months at school, with the coordinator contacted to observe behaviours and develop a program of reinforcement. If the program is not successful, the student will be referred to another member of the special education team or to an outside agency for ongoing support.

Kelly explained that a tiered approach model is used within throughout the Board. The three-tiered method proves effective in the kindergarten framework to foster belonging, engagement, expression and well-being through Tier 1, Universal Intervention, Tier 2, Secondary Intervention or Tier 3, Tertiary Intervention. Several assessment and instruction tools and resources were highlighted that can be used for all students to close the gap in achievement.

Kelly was thanked for the dedication, care and core beliefs that her team uses to support and serve the newest learners in our system.

5. Approval of Minutes from February 20, 2019

MOTION 2: 17 APR 2019

Moved by: Jodi Cotnam
Seconded by: Colleen Whittier

That the minutes from the Special Education Advisory Committee meeting of February 20, 2019 be approved.

Carried/...

6. Board Reports

a. ABA After School Program

Selected boards in the province participated in a pilot program to offer ABA/IBI Therapy and After School supports for children with ASD. A teacher, an ECE and an EA were trained to offer the service at St. John XXIII and St. Francis of Assisi schools. It is hoped that future funding will be available to continue and expand the initiative.

7. Association Reports

LEARNING DISABILITIES:

Jodi Cotnam is completing the final steps to become the LD representative.

EASTER SEALS:

On behalf of Easter Seals, Colleen Whittier expressed concern about recent Ministry increases to secondary class size and the requirement for student completion of e-learning courses. Increased class sizes are of concern to students with needs, Online courses may be difficult to access due to lack of reliable internet services in many areas of Renfrew County., and students may be unable to complete course requirements on their own.

8. Old Business

Special Education Plan Review – Section C 4-9

Grammatical changes were made, as well as amendments to global references to reflect the CCAC change to Champlain LHIN.

9. New Business

- a. Grand Erie DSB Letter – Bill 64 Noah & Gregory’s Law
The Grand Erie District School Board SEAC wrote a letter to the Ministry of Education to support proposed amendments to the *Services and Support to Promote the Social Inclusion of Persons with Developmental Disabilities*.
- b. Grand Erie DSB Letter – Bill 44 (formerly Bill 191)
The Grand Erie District School Board wrote a letter to the Ministry of Education to request the Ministry bring Bill 44, an Education Amendment Act relating to Fetal Alcohol Spectrum Disorder, back into the legislative process with the goal of amending the Education Act.
- c. Supporting Students with Autism Spectrum Disorder
Two memos from Nancy Naylor, Deputy Ministry of Education advise additional funding will be provided as follows:

2018-19: Ministry count data is due by March 31, however the deadline will be extended for enrolment of newly enrolled students entering school for the first time until the end of the school year.

2019-20: New support initiatives include: the promotion of professional learning to allow more teachers to acquire a special education qualification; Additional training opportunities for ASD professional activity days; Allocations in the Grants for Student Needs (GSN) will continue, with boards advised to engage the ministry if additional funding is required; Funding for a pilot After Schools Skills Development Program, as well as training sessions on transitions for children with ASD to school.

- d. Supporting Students with Autism Spectrum Disorder 2019-2020
A memo from the Ministry indicates the provision of additional funding and an extension to reporting deadlines to support boards with newly enrolled students entering the system for the first time between April 1 and June 30, 2019. The RCCDSB is not impacted by an influx of students, since geographically Renfrew County has a limited access for IBI supports, and children are already attending our schools.

- e. Update: Special Education Funding in 2018-2019
The Ministry provided a summary of Special Education Grant funding changes, including details of the Differentiated Special Education Needs Amount (DSENA), the Special Education Per Pupil Amount (SEPPA), the Special Incidence Portion (SIP) and the Behaviour Expertise Amount (BEA).

- f. We Have Something to Say Youth Advisory
In 2016 the We have Something to Say (WHSTS) Youth Advisory submitted a report containing recommendations based on life experiences of 170 young people from the disabled community. An update “report card” was issued to assess progress in shortcomings identified in the original report in the areas of accountability and accessibility. In some cases, steps have been taken for improvement, however, the report concludes that improvement is still needed for family and home supports, education assessment and identification, and capacity for knowledge about support services.

- g. Consultation: Service Animals in Schools
The Ministry of Education and Training requests feedback from stakeholders to help understand policies that Boards have in place for service animals in the classroom. The RCCDSB has procedures in place to govern a service animal that is present at one of our schools. An official policy will be developed pending recommendations from the ministry.

10. Next Meeting

May 15, 2019 at 6:00 p.m.

11. Adjournment

Moved by:
Seconded by:

The SEAC meeting adjourned at 7:25 p.m.

Carried/...



RENFREW COUNTY CATHOLIC DISTRICT SCHOOL BOARD



Minutes of the Special Education Advisory Committee Meeting

Held on Wednesday, May 15, 2019 at 6:00 p.m. Administration Office

Table listing attendees: PRESENT (Anne Haley, Pat O'Grady, Carol Sulpher, Colleen Whittier, Daniella Santos, Joan Daley, Jodi Cotnam), RESOURCE (Mary-Lise Rowat), REGRETS (Dave Sloan) and their respective roles.

1. Prayer

The SEAC Chair opened the meeting with a prayer at 6:00 p.m.

2. Approval of Agenda

MOTION 1: 15 MAY 2019

Moved by: Jodi Cotnam
Seconded by: Colleen Whittier

That the agenda for the Special Education Advisory Committee meeting of May 15, 2019 be approved.

Carried/...

3. Declaration of Conflict of Interest

No conflict declared.

4. Presentation: Special Olympics by Penny Wachter and Donna Santerre

Donna Santerre and Penny Wachter were welcomed to the meeting to outline the RCCDSB Special Olympics Day, which will take place at Bishop Smith CHS on June 5, 2019. This is the third annual event held in collaboration with Special Olympics Ontario, sponsored by COPE, and hosted at Bishop Smith CHS. All RCCDSB schools participate in the day, except the three schools that have no eligible students. This year,

68 registration packages have been distributed, an increase from last year. Bishop Smith allows use of their facilities, provides snacks and encourages high school student volunteers to contribute to their community as group leaders. Slides from the day were shared with the Committee. Letters of appreciation that had been submitted by staff was shared with the Committee, as well as stories of grateful athletes who were overjoyed to be included in the day. The presenters thanked the board for supporting the collaborative effort by many staff members to prepare a day of extracurricular activities that stress inclusion and accessibility for all ages and levels of ability.

Penny and Donna were commended for the time, effort and organization that the Special Olympics project requires, and were thanked for their dedication to this annual event.

5. Approval of Minutes from April 17, 2019

MOTION 2: 15 MAY 2019

Moved by: Carol Sulpher
Seconded by: Colleen Whittier

That the minutes from the Special Education Advisory Committee meeting of April 17, 2019 be approved, with changes.

Carried/...

6. Board Reports

a. Update of System Visits:

Mary-Lise Rowat provided a short history of the former “District Review” process and how it has evolved and improved to become the yearly System School Visits of today. Two elementary schools (St. Josephs Calabogie and St. Andrew’s Killaloe) and the two high schools were chosen to highlight this year. The visit process was shared with the committee, highlighting success criteria, classroom observation and walkthrough, collaborative pedagogical documentation of learning and a celebration of education with visiting team and school staff. Focus this year is on math and wellness, differentiated instruction and inclusion. Special education components of the visits featured students using flexible seating and workplaces in elementary schools, and students participating in independence enhancing life skills tasks in the new mock-apartment at Bishop Smith.

The Committee also listened to a video clip of the RCCDSB song compiled by Tony Cosentino to celebrate Catholic Education Week.

7. Association Reports

LEARNING DISABILITIES: Transition from Joan Daley to Jodi Cotnam as the SEAC LD Representative is not yet complete.

COMMUNITY LIVING: The recent “Box-Lunch” fundraiser was very successful, with 3000 lunches served. Fund raising is crucial to the organization, especially with recent Ministry cutbacks.

EATER SEALS: Budget cuts necessitating possible service implications are of extreme concern.

8. Old Business

- a. The draft Special Education Report for 2018-2019 was distributed to the Committee, for final review prior to being approved at the June SEAC meeting.

9. New Business

- a. Durham District School Board
Durham DSB SEAC wrote to the Minister of Education to express concerns with changes to the funding model for Ontario Autism Program (OAP). To avoid negative impact with significant increase to care and support in the classroom, and reduction in funding, the SEAC requests the Ministry allow for consultation, planning and transitioning time.
- b. Simcoe Muskoka Catholic District School Board
Simcoe Muskoka CDSB SEAC wrote to the Minister of Education to support Bill 64, Noah and Gregory’s Law, that improves transition from school to adult support services support that provide crucial continuity for students with developmental disabilities.

10. Next Meeting

June 12, 2019 at 5:30 p.m.

11. Adjournment

Moved by:
Seconded by:

The SEAC meeting adjourned at 6:45 p.m.

Carried/...



RENFREW COUNTY CATHOLIC DISTRICT SCHOOL BOARD



Minutes of the Special Education Advisory Committee Meeting

Held on Wednesday, June 12, 2019 at 6:00 p.m. Administration Office

Table listing attendees: PRESENT (Anne Haley, Colleen Whittier, Joan Daley, Jodi Cotnam, Paige Petroskie), RESOURCE (Mary-Lise Rowat), REGRETS (Daniella Santos, Carol Sulpher, Dave Sloan) and their respective roles.

12. Prayer

The SEAC Chair opened the meeting with a prayer at 6:10 p.m.

13. Approval of Agenda

MOTION 1: 12 JUNE 2019

Moved by: Colleen Whittier
Seconded by: Joan Daley

That the agenda for the Special Education Advisory Committee meeting of June 12, 2019 be approved.

Carried/...

14. Declaration of Conflict of Interest

No conflict declared.

15. Budget Presentation by Mary Lynn Schauer

Mary Lynn Schauer, Superintendent of Business Services was welcomed to the meeting to present an overview of the 2018-2019 Revised Special Education Revenue and Expenses.

She guided the Committee through the 2018/19 Revised budget and made detailed comparisons to the original budget and data from previous year 2017/18. An analysis shows the board is spending more on special education than it receives in revenue. The

Board therefore runs a deficit for Special Education, which is funded from other areas of the budget to achieve a balanced Board budget overall.

Funding for Special Education is allocated from Provincial grants, with the three major funding sources being: Special Education Per Pupil Amount (SEPPA): an amount that each student receives according to grade; Special Equipment Amount (SEA): an amount used to purchase specialized items for special needs students, and Differentiated Special Education Needs Amount (DSENA): a funding formula that has just completed a phased-in implementation process.

Total expenditures of the grant allocation were distributed between Teacher Assistants (EA's), which account for the largest portion, followed by SERT Teachers and professional, paraprofessionals and technicians, then amounts for specialized computer technology, materials and texts. It was noted that no special transportation expenses are taken from this envelope.

Mary Lynn was thanked for her presentation.

16. Approval of Minutes from May 15, 2019

MOTION 2: 12 JUNE 2019

Moved by: Jodi Cotnam
Seconded by: Joan Daley

That the minutes from the Special Education Advisory Committee meeting of May 15, 2019 be approved.

Carried/...

17. Board Reports

a. Special Education Report

The Committee reviewed the Special Education Report for 2018-19. Submission to the Board of Trustees is approved, pending final changes to the document.

MOTION 3: 12 JUNE 2019

Moved by: Joan Daley
Seconded by: Jodi Cotnam

That the Special Education Advisory Committee approves the Renfrew County Catholic District School Board's Special Education Board Plan for School Year 2018-2019.

Carried/...

18. Association Reports

PAAC (Provincial Parent Associations Advisory Committee) has just released a new e-learning course available for SEAC members.

19. New Business

- a. SEAC's across the province have increased the volume of letters submitted to the Ministry of Education to advocate for a variety of issues. Two letters received this month as are follows:

Brant Haldimand Norfolk CDSB Letter: SEAC expresses concern regarding the recent changes to the provincial funding model for autism services. They request clarification of funding amounts to meet the needs of their students.

Peel District School Board: SEAC express concern that students with special needs have been negatively impacted by the change to the SIP allocation amount. Disappointment with the lack of response from the Minister to previous letters is expressed. In addition, the letter asks the Minister to reconsider support for special needs students pending the anticipated reduction of teachers.

- b. **PAAC (Provincial Parent Associations Advisory Committee) ON SEAC**
A link to the main PAAC site was shared with the Committee. Mary Lise Rowat noted that this site is an excellent parent-driven initiative that serves as a resource for sharing information and ideas.

The RCCDSB follows the PAAC suggested annual calendar for SEAC activities as much as possible. Boards in the province operate on different timelines, and PAAC's guidelines are sometimes not in line with actual board agendas. The RCCDSB Special Education Improvement Plan has been extensively shared this year through a variety of informational presentations at each meeting. RCCDSB EQAO data will not be shared by individual school due to the nature of our small schools to ensure preservation of identity and privacy, however, overall board data can be shared next year. One key improvement for next year is that members should make every effort to represent an agency of their choice. More precise and valuable information can be shared if members are speaking at SEAC on behalf of their chosen organization.

20. Meetings for 2019-2020

It was recommended that the meeting schedule be changed to every second Wednesday of the month. The next SEAC meeting will take place on **Wednesday, September 11, 2019.**

21. Adjournment

Moved by: Colleen Whittier
Seconded by: Joan Daley

The SEAC meeting adjourned at 7:15 p.m.

Carried/...