

## MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING

Date: February 12, 2018  
Time: 7:00 pm  
Location: Catholic Education Centre - Board Room  
802 Drury Lane  
Burlington, Ontario

Members Present	B. Agnew (Chair)	J. Parisi
	R. Barreiro	R. Quesnel
	D. Hotopeleanu	D. Rabenda
	H. Karabela	L. Stephenson
	M. Lourenco	

Staff Present      B. Browne, Superintendent of Special Education Services  
W. Reid-Purcell, Special Education Coordinator

Members Excused      K. Bivand  
L. Cipparrone  
L. Currie  
A. Iantomasi  
C. Parreira  
S. Trites

Members Absent

Recording Secretary      J. Crew

---

### 1. Call to Order

The Chair called the meeting to order.

#### 1.1 Opening Prayer

The meeting opened at 7:09 p.m. with a prayer led by the Chair.

#### 1.2 Approval of Agenda

**Moved by:** L. Stephenson

**Seconded by:** R. Quesnel

**RESOLVED**, that the agenda be accepted as received.

**CARRIED**

### 2. Presentations

### 3. Actions to be taken

#### 3.1 Minutes of the January 15, 2018 SEAC Meeting

**Moved by:** L. Stephenson

**Seconded by:** D. Hotopeleanu

**RESOLVED**, that the minutes of the January 15, 2018 SEAC Meeting be approved as presented.

The Chair called for a vote and the motion **CARRIED**.

#### 4. **Declarations of Conflict of Interest**

No conflicts of interest were declared.

#### 5. **Business Arising from Previous Meetings**

- SEAC Soundbytes: for 2018-2019: B. Agnew suggested that SEAC develop a bank of Soundbytes by having each association, members at large and trustees submit a Soundbyte to be distributed in 2018-2019; Soundbytes to be submitted by the June 2018 SEAC meeting
- Budget Priorities: letter to the Ministry to be removed from Business Arising
- SEAC Webinar - next webinar moved from October to December 3rd - topic transitions; possible guest speakers and presentations were discussed

#### 6. **Action and Information Items**

##### **6.1 Special Education Plan (SEP) Review (Subcommittees)**

B. Browne noted that the review of the SEP will be a different learning experience this year.

B. Browne pointed out that the Special Education Parent Guide is linked to the SEP in Appendix I and invited feedback on the parent guide, which is currently being reviewed. Feedback is important both as parents and as a lens from your community; please submit feedback by email; all comments are appreciated.

B. Browne informed members that he had received a recommendation to include HCDSB's foundational assumptions in the introduction to the SEP and distributed a list of the foundational assumptions for member's review.

- Members divided into subcommittees to do a concentrated review and edit the electronic format of their section of the SEP
- Subcommittees were reminded that they can provide input on any section of the SEP to the corresponding subcommittee
- The Chair noted that work is not confined to tonight; subcommittees can continue review of SEP between meetings
- Questions on the SEP that were not covered can be submitted via email; to be included on the March agenda they should be submitted by February 26
- Appendices should be reviewed as they pertain to each section; note if something is missing or flag information that is not relative

A hard copy of the SEP was distributed to each subcommittee.

Following the workshop B. Browne noted that it had been brought to his attention that some associations have definitions of their exceptionality beyond the ministry definitions; if all associations would like to provide their association's definition of exceptionalities, they are welcome to do so.

##### **6.2 Budget Priorities (B. Browne)**

The Board is looking at budget priorities for the upcoming year; a list of priorities, based on what SEAC has been articulating over the year, was emailed to members. Members were asked to review the list and add or subtract to it; the list will also inform questions on a survey that will be going out to stakeholders.

The list included:

- Reduce wait times for assessments (psychology, speech and language, academic)
- Increase school-based staffing (SERTs, CYCs, EAs)
- Continue to build system services and programs by our Behaviour Analysts (BCBAs) to benefit all of our students who require behaviour support and strategies
- Continue to develop proactive mental health supports to reach more students and families

- Identify additional resources for self-contained Gifted programs (technology and staff professional development)
- Increase the number of life-skills focused options to support students with Developmental Disabilities.
- Increase Speech and Language staffing
- Prioritize early intervention strategies and programs

Discussion on the list of budget priorities resulted in the addition of:

- support access to transportation to Special Education Programs throughout the system

### **6.3 SEAC Calendar (B. Agnew)**

B. Agnew distributed draft copies of the SEAC annual calendar for the remainder of 2018; the draft is based on survey topics identified by SEAC; some topics were grouped together and the length of time required for each topic was also taken into consideration when drafting the calendar.

Members agreed to: the dates suggested for SEAC meetings for the remainder of 2018; and to hold two meetings on June 18, first meeting from 6:30 to 7:15 pm to cover the Mental Health presentation originally scheduled for the December meeting; the second meeting will begin at 7:15 pm.

The dates agreed upon for the remainder of 2018 are: Monday September 17; Monday October 15; Monday November 12; and Monday December 3, 2018.

### **6.4 Spirit of Inclusion Recipients (B. Agnew)**

B. Browne thanked the selection subcommittee of B. Agnew, D. Hotopeleanu, R. Quesnel and L. Stephenson; the subcommittee met prior to tonight's meeting to select this year's recipients.

B. Browne noted the importance of the recognition of each student nominated by their school; nominees are honoured at schools' assemblies or graduation. The students chosen as Board wide recipients this year attend Our Lady of Victory Catholic Elementary School and Bishop Reding Catholic Secondary School in Milton.

SEAC will recognize the recipients at the March 5<sup>th</sup> SEAC meeting; individual awards will be presented at the Student Awards of Excellence on Monday, April 30 at Corpus Christi CSS. For the Student Awards of Excellence ceremony, two seats are held for SEAC representatives and SEAC will get first options on additional seats that may become available. An invitation to attend will be emailed to members.

## **7. Communications to SEAC**

### **7.1 Superintendent's Report**

B. Browne provided updates on:

Educational Assistants ABA for All PA Day: the remainder of our Educational Assistants (EAs), those who did not participate in November, were involved in a daylong session on ABA for All on the February 2<sup>nd</sup> PA Day; learning ABA strategies to support all students. This work is part of our larger system strategy of increasing capacity and moving forward the *"I've Got This"* ideal throughout the system.

Staff Professional Development focused on Special Education: on the February 2<sup>nd</sup> PA Day a Special Education workshop was provided to Long Term Occasional (LTO) Teachers on a variety of Special Education topics

Catholic Learning Community (CLC) for the Essential Skill Classroom Teachers and ISERTs: March 2 there will be a full day CLC to continue developing learning for all around the profile of students with an identification of Mild Intellectual Disability (MID).

Special Education & New Teacher Induction Program (NTIP): The first NTIP session has completed and the next two scheduled sessions for new teachers are filled. These are after-school sessions and attendance is a strong reflection of staff's interest in engaging with special education

Independence Rubrics are starting: Consultants are working with schools through the independence rubric process for every student who has an EA (or the school feels needs one). This is part of our independence work and the allocation process for next year.

Kindergarten Information Night: look forward to welcoming families of students with special needs, who will be joining us in September, on Wednesday February 28<sup>th</sup> at 7:30 pm at St. Benedict School in Milton. This evening is a great way to connect families; we value SEAC's contributions to the evening in letting families know what SEAC is and how we work together to support students. B. Agnew and R. Quesnel will be in attendance, all SEAC members are welcome to participated.

Kindergarten Registration: moved to an online process for registration this year at some schools; the electronic version of the kindergarten questionnaire that helps identify potential incoming students with special needs has been met with some struggles; technical changes; and some reversions to paper. This has been a learning experience, we will continue to refine to make the process better next year.

Student Visits: the registration process also helps us to identify students and families that we need to visit; Consultants and itinerants get out to visit families wherever it is convenient for the families, to plan for the transitions to kindergarten in September and be as prepared as possible.

Relocation of Community Living (CLC) and Structured Teaching Classes (STC): changes of locations are necessitated for the following classes:

- the CLC currently located at St. James Oakville will be relocating to St. Teresa of Calcutta School
- the STC currently located at Our Lady of Victory Milton will be relocating to Holy Rosary School Milton
- the STC currently located at St. John Oakville will be relocating to St. Gregory the Great School

Nelson Youth Centre: approval of a new PPM 149 with Nelson Youth Centre is in process to provide intense therapy for our tier 3 level secondary students in Milton and Georgetown

FASD Summer Camps: just received permits for FASD summer camp and Girls Inc. Summer camp

Mental Health: received an enormous response to our posting for the Chief of Mental Health Programming; interviewing will occur tomorrow (Tuesday); hope to make an announcement by our next SEAC meeting

Mental Health Provincial Leadership: B. Browne co-leads the provincial Superintendent's group responsible for mental health; next day of shared learning with everyone from across the province is Thursday February 15<sup>th</sup>. The group works to support provincial leading and learning; proud that HCDSB has such a prominent role in this work and influence in the provincial conversation

Trauma Sensitive Training: some Consultants, Itinerant SERTS, Social Workers and some Itinerant CYC's attended; to help understand and support students who have endured trauma in their lives and the impact it has on them socially, emotionally, and academically

Psychologist: we are committed to reducing our waitlist for psycho-educational assessments; have encountered some staffing challenges; will continue to seek qualified candidates toward making inroads into our waitlist

Retirements: two of our key Special Education leaders Martha Pickett and Victoria Goodwin-Duncan have announced their retirement; both are long serving consultants doing the difficult work that moves our system forward; while we're excited for them as they embark on this next chapter, we have big vacancies to fill

SERT Interest: on a positive note, the posting for interest in SERT positions just closed and this year by far we have had the most expressions of interest in becoming a special education teacher; some of the most competent teacher-leaders from across the board; proud of the ways Spec Ed has become a desirable position that people aspire to; speaks volumes to staff throughout the system

Information on staff leading the Province/Country; developing leaders in the system; and taking on interesting work included:

International Telecommunication Satellite Organization (ITSO) Conference: R. Boyle, Itinerant SERT of Deaf/Hard of Hearing will be presenting on the campus of EC Drury School for the Deaf in a breakout session with regard to the use of a speech to text technology called Interact AS; this technology is used to help some students who are Deaf or Hard of Hearing access curriculum

BCBAs Publishing and Poster Session: Behaviour Analysis have published a paper and are presenting at the upcoming 44th Annual Convention of the Association for Behavior Analysis International in San Diego; our approach to our work with our Behaviour Analysts is leading the province in terms of how to support capacity building with students; the ministry and other boards are interested in learning; our BAs are taking a leadership role internationally and promoting Halton Catholic

Council for Exceptional Children (CEC) Conference: Special Education Consultants K. McCarthy and C. Bauman presented at the CEC Conference in Clearwater, Florida in January on our work supporting wellness for students with Developmental Disabilities and Autism; the presentation was exceptionally well attended and has led to connections and opportunities to share our work with boards across North America

FASD Conference: the 8<sup>th</sup> International Research Conference on Adolescence and Adults with FASD takes place in Vancouver from April 18 to 21, D. Kollee has been invited by the Halton FASD Resource Team to present the work in Halton to the international audience; delighted to support Denise as she shares her leadership and the work of the Halton Community in support of FASD

Halton Prevention Intervention Committee (HPIC): O. Foese and P. Codner presented our work in the context of the Tiered Model of intervention to the HPIC; it was well received, there is pride in the strong internal and external collaboration we have with the multidisciplinary internal teams, along with the multitude of external partners we engaged through our PPM 149 collaborative relationships

Regional Special Education Council (RSEC) Presentation re: Independence Rubric: W. Reid-Purcell and B. Browne travelled to London Ontario to speak with SOs and Principals of Specials Education from across Southwestern Ontario; presentation included: shifting mindsets toward student independence; the independence rubric and allocation tool that we use. This has generated a lot of interest about our work and ongoing conversations with many boards about how they can move in this direction; we believe our work is good for kids and are happy to share with others

Culturally Responsive Autism Support in Research and Practices Conference: B. Browne is invited to sit on a panel representing publicly funded school boards for this conference on March 2<sup>nd</sup>; organizers are interested in our approach to supporting students with Autism: focusing on the classroom; recognizing that our role is education (not clinical); and the ways we can increase system capacity

## 7.2 Trustee Reports

Trustees provided updates on board happenings: budget; new school in Milton; three school namings; \$18M for extension to Bishop Reding CSS and \$2M toward day care at Bishop Reding CSS

### 7.3 Association Report – Halton Downs Syndrome Association

D. Hotopeleanu informed members of a number of events:

- World Down Syndrome Day (WDSD) Celebration: *takes place on Saturday, March 24th, 2018; 5:00 pm – 10 pm at Burlington Holiday Inn and Conference Centre - Tickets & Event Information: <https://wdsd2018.eventbrite.ca>*
- WDSD School Contest: Registration for the WDSD School Contest closed January 31st, 2018; there are two separate contests - a Photo and Digital Media Contest
- Canadian Down Syndrome Conference 2018: the 31st CDSS conference will take place in Hamilton, Ontario; May 18 to 20, 2018: The Canadian Down Syndrome Conference acts as a platform to share current developments and information from experts in their respective fields, as they relate to Down syndrome. Information in the fields of education, aging, health care, research, and advocacy will be shared with members of the community in the form of plenary/keynote speakers, panel discussions, and presentations

### 7.3 Reports from Other Stakeholder Meetings – CPIC

The next Council of Chairs meeting is scheduled for February 28<sup>th</sup> 2018.

## 8. Next Agenda: Meeting Monday, March 5, 2018

The agenda will include Spirit of Inclusion school plaque presentations; SEAC Role Review; Assistive Technology/SEA; and Special Education Plan questions/clarification if required; questions to be submitted by Monday February 26<sup>th</sup> to allow for time to be allotted on the March agenda

B. Agnew added that further to item 6.3 SEAC Annual Calendar members are invited to arrange for their association to do a presentation to SEAC; members were asked to let B. Agnew know if that is something they might like to do.

## 9. Adjournment

### 9.1 Resolution re Absentees (Chair)

**Moved by:** R. Quesnel

**Seconded by:** D. Hotopeleanu

**RESOLVED** that, K. Bivand, L. Cipparrone, L. Currie, A. Iantomasi, C. Parreira, S. Trites be excused. **CARRIED**

### 9.2 Adjournment and Closing Prayer (Chair)

**Moved by:** R. Quesnel

**Seconded by:** D. Hotopeleanu

**RESOLVED**, that the meeting adjourn. **CARRIED**

The meeting adjourned 9:30 p.m. with a prayer led by the Chair.