

MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING

Date: May 25, 2020
Time: 6:30 pm
Location: Microsoft Teams

Members Present	B. Agnew (Chair)	D. Hotopeleanu
	M. Arteaga	J. Lim
	D. Bardon	M. Lourenco
	R. Barreiro	P. Moran
	T. Beattie (Vice Chair)	R. Quesnal
	M. Duarte	D. Rabenda
	N. Guzzo	T. Veale

Staff Present

- A. Bator, Special Education Consultant
- G. Brown, Chief of Mental Health Programming
- C. Cipriano, Superintendent of Special Education Services
- P. Codner, Chief Social Worker
- P. Daly, Director of Education
- O. Foese, Chief of Psychological Services
- A. Jones, Manager, Educational Assistants
- D. Kollee, Chief of Speech Language Pathologist
- K. McCarthy, Special Education Consultant
- J. O'Reilly, Special Education Consultant
- W. Reid-Purcell, Special Education Coordinator

Members Excused

- H. Karabela
- A. Louca-Ricci
- M. Murphy
- Y. Taylor

Members Absent

- C. Parreira

Recording Secretary

- A. Hughes

1. Call to Order

The Chair called the meeting to order.

1.1 Opening

The meeting opened at 6:35 p.m. with a prayer led by the Chair.

1.2 Approval of Agenda as Amended

Moved by: D. Rabenda

Seconded by: R. Quesnal

RESOLVED, that the agenda be accepted as revised.

CARRIED

2. Presentations

3. Actions to be taken

3.1 Minutes of the April 27, 2020 SEAC Meeting

Moved by: T. Beattie

Seconded by: R. Barreiro

RESOLVED, that the minutes of the April 27, 2020 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

A. Bator provided information on the virtual IPRC process during distance learning. C. Cipriano will share the document that outlines the process with members of SEAC. This document has been shared with all schools and Special Education Resource Teachers.

M. Lourenco discussed the MACSE letter. Sending the letter was put on hold due to the current situation. A discussion occurred on all the vacancies that exist on MACSE. The letter will be redrafted to address more concerns regarding the Minister's Advisory Council on Special Education's (MACSE) gaps/vacancies and shared with SEAC for feedback at a later date.

6. Special Education Board Policy Review**7. Action and Information Items****7.1 Special Education Plan Review (pages 23 to 51)**

B. Agnew reminded members of the process for seeking feedback from SEAC on the Special Education Plan. Members conducted a page by page review of the Special Education Plan and continued to provide feedback, changes or comments on sections of the plan. Suggestions included improving the flow of the plan, providing more explanation and parent friendly/perspective.

The Special Education Plan review will continue at the June 15, 2020 SEAC Meeting.

7.2 2020-2021 SEAC Meeting Dates

SEAC meeting dates were reviewed, the March meeting date originally scheduled for March 29th was moved to March 22. Dates for the 2020-2021 SEAC meetings will be:

- Monday September 28, 2020
- Monday October 26, 2020
- Monday November 30, 2020
- Monday December 14, 2020
- Monday January 25, 2021
- Monday February 22, 2021
- Monday March 22, 2021
- Monday April 19, 2021
- Monday May 31, 2021
- Monday June 14, 2021

8. Communications to SEAC**8.1 Superintendent's Report**

C. Cipriano provided updates on:

Educational Assistant Allocation Process: was completed this week. Staff ran the algorithm and completed the SIP additions as well as the narratives. Principals were given their allocations. The EA Managers will connect with Principals to work out the details related to staffing.

External Assessment Reports: we are in the process of collecting all of the external reports for our incoming secondary students from other school boards for staff to review. Current elementary school assessments have been collected for staff to review.

Virtual Open Houses Gifted Regional Classes: there is one for Burlington on May 27th at 11:00 am and one for Oakville on May 27th at 1:00 pm. ABC representatives will be in attendance.

Structured Teaching Class and Essential Skills Class Virtual Open Houses: were held on May 12th and 19th.

Community Living Class and Structured Teaching Class Virtual Meetings: were held on May 21st and 25th in Oakville.

The Essential Skills Class Open House for St. John Paul II: is scheduled for May 26th at 2:00 pm.

Denise Kollee, Chief Speech Language Pathologist: will be co-presenting “Launching Telepractice in a Canadian School Board SLP Department” at the 2020 International eHealth Pediatric Summit.

LEARNStyle Coaching Sessions: We have partnered with LEARNStyle to offer live virtual coaching sessions for students who had unfinished coaching sessions prior to March Break. These sessions will take place on HCDSB Teams Platform, delivered by the LEARNStyle technology coach and a SERT and/or classroom teacher will be in attendance so they can support the student following the sessions. Jen Thompson, SEA Consultant, met with every school individually to review eligible students, to discuss appropriateness of the training and review the process.

LEARNStyle Staff Sessions: will be running staff (SERT) training sessions for a deeper dive into Read and Write so staff can support students at home. These sessions will include a Beginner, Intermediate and Advanced Level.

Child and Youth Counsellors: deployment for 2020-2021 school year has been completed.

Child and Youth Counsellors: continue to engage with students and families virtually. Feedback from parents has been positive and both have stated they feel appreciative of the continued connection with their CYC. They are continuing to accept new referrals on a case by case basis. CYCs continue to support teachers in virtual classrooms delivering tier one programs i.e. Kelso’s Choice, Zones of Regulation, Healthy Transitions, MINDUP.

Chief of Mental Health: attended meetings for School Mental Health Ontario; continue to share resources; initial conversations and resource planning to support Recovery and Transitioning back to school.

C. Cipriano informed members that the Kindergarten Questionnaire for all parents of new kindergarten students will be sent to members after the meeting.

8.2 Psychological Assessment Wait Time Update

O. Foese, Chief of Psychological Services updated members on psychological assessment wait times before and during COVID-19. The wait time before the pandemic was 9 months. The pandemic has had an impact on the ability to start new assessments. Currently staff are working on collecting data from open assessments.

8.3 Trustee Reports

M. Duarte reported on:

- At the May 19, 2020 Board meeting there was a presentation on Roles and Responsibilities of Itinerants and Consultants in Program Services. The document presented by Special Education Services will be sent to members after the meeting.
- At the May 12, 2020 Policy Committee Meeting, Policy II-13 Psycho-Educational Psychological Assessment of Individual Students which was passed by the Board of Trustees.
- At the May 19, 2020 Board Meeting, Director Daly presented a report on the extended school closure and distance learning covering areas such as Mental Health and Wellness, the Deaf/Hard of Hearing Team, Blind Low Vision Team, SLP/CDA, Psychology, Behaviour Analysts and Educational Assistants.

9. SEAC Discussion

The chair reminded members if anyone was interested in participating on the RFP committee for School Uniforms to submit their name to B. Agnew or A. Hughes. Currently two SEAC members have submitted their names and three are required.

C. Cipriano informed members that we have not received new information regarding the GSN's and that we have not been given new direction on meeting the SEAC requirements. C. Cipriano will request a financial review of the current year for the next SEAC meeting.

A discussion occurred on summer learning opportunities for grade 8 students to earn grade 9 credits over the summer. A determination has not yet been made on if this will be offered.

10. Next Agenda: Meeting Monday, June 15, 2020

The agenda will include a presentation on School Based Rehabilitation Services Update and finalizing the Special Education Plan review.

11. Adjournment**11.1 Resolution re Absentees (Chair)**

Moved by: M. Lourenco

Seconded by: R. Barriera

RESOLVED, that H. Karabela, A. Louca-Ricci, M. Murphy, Y. Taylor be excused.

CARRIED**11.2 Adjournment and Closing Prayer (Chair)**

Moved by: M. Duarte

Seconded by: D. Hotopeleanu

RESOLVED, that the meeting adjourn.

CARRIED

The meeting adjourned at 9:01 p.m. with a prayer led by the Chair.