

May 21, 2013
Special Education Advisory Committee:lf

PEEL DISTRICT SCHOOL BOARD

Minutes of a meeting of the Special Education Advisory Committee of the Peel District School Board, held in the Brampton Room, the H. J. A. Brown Education Centre, 5650 Hurontario Street, Mississauga, Ontario on Tuesday, May 21, 2013 at 19:00 hours.

Members present:

Barbara Byers, Fragile X Research Foundation of Canada, Chair
Barbara Cyr, Association for Bright Children, Peel Chapter
Shelley Foster, VOICE for Hearing Impaired Children
Jennifer Knight, Easter Seals Ontario
Nancy Leaton, Autism Ontario Peel Chapter
Brad MacDonald, Trustee
Wes McDonald, VIEWS for Blind and Visually Impaired Children
Dorothy Peddie, FASworld Canada – Peel Chapter
Ann Smith, Brampton-Caledon Community Living
Lorraine Yuill, Learning Disabilities Association of Peel Region

Absent: (apologies received marked *)

Stan Cameron, Trustee, Vice-Chair*
Meredith Johnson, Trustee*
Sandy Milakovic, Canadian Mental Health Association, Peel Branch
Carol Oitment, Tourette Syndrome Association of Ontario
Lisa Verdone, Down Syndrome Association of Ontario – Peel Caring Network for Challenged Kids

Also present:

Marg Fishbein, Educational Resource Facilitators of Peel
Marilyn Matis, Association for Bright Children (Alternate)
Carol Ogilvie, Learning Disabilities Association of Peel Region (Alternate)
Linda Standish, Educational Resource Facilitators of Peel

Administration:

Shirley-Ann Teal, Coordinating Superintendent
Carla Kisko, Associate Director of Operational Support Services

Lorelei Fernandes, Board Reporter

1. Approval of Agenda

Chair Byers announced the appointments of Carol Ogilvie as alternate representative for Learning Disabilities Association of Peel Region and Nancy Bratkovic as alternate representative for Canadian Mental Health Association. Chair Byers welcomed Dorothy Peddie, as representative of FASworld Canada – Peel Chapter. She noted that the new representatives will need mentors and asked members to volunteer.

1. Approval of Agenda (Continued)

SE-45, moved by Barbara Cyr, that the agenda, be approved.

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2. Special Presentation Budget Development Grants for 2013-2014

Coordinating Superintendent, Shirley-Ann Teal, introduced Associate Director of Operational Support Services, Carla Kisko, and invited her to speak about the Budget Development Grants. A handout of a PowerPoint presentation on Grants for Student Needs (GSN) for 2013-2014 Estimates, and a draft summary report of Enrolment and Grants for Students Needs, were circulated and will be made available electronically.

Associate Director Kisko stated that funding is driven by enrolment numbers. She reported that, previously Peel had enjoyed years of high growth, but is now experiencing a decline in enrolment. She stated that most boards in the province have been experiencing declining enrolment for a number of years, and balancing budgets becomes a challenge during periods of austerity. Carla Kisko highlighted the GSN Allocation estimate of \$ 1,387 million, with \$ 563.7 million for Special Purpose, 92.3 million for School Foundation, and \$ 730.5 million for Pupil Foundation. She reviewed the list of Special Purpose grants, noting that a large portion of the grants are for Special Education and School Facility Operations/Community Use of Schools. Highlighting information on the Special Education Grant of \$ 164 million, Carla Kisko noted that almost \$ 100 million relates to Special Education Per Pupil Amount (SEPPA), and she expressed concern regarding the High Needs Amount (HNA) being inequitable. She provided background information on the claims-based process in 2003 and audit process of 2003-2004, which remains the base for 2013-14 funding, resulting in Peel being the lowest funded board on per pupil basis. Carla Kisko advised that: the Special Incident Portion (SIP) is growing and through the claims process a request will be made for additional funding for teaching assistants; Facilities Amount under Section 23 is program approved; Behaviour Expertise Amount (BEA) funds are included in the funding model.

Associate Director Kisko explained that funding recommendations for English as a Second Language (ESL) grant are related to new arrivals born in non-English speaking countries and has less emphasis on students whose first language is not English. Consequently, the grant is inadequate for Peel. Regarding the Learning Opportunities Grant, Carla Kisko stated that 2013-2014 will be the final phase of the grant increase. She stated that funding for Continuing Education and Other Programs is related to demographics and is a top-up to recognize that more experienced teachers are paid a higher amount. Carla Kisko reviewed a chart on comparison of large urban boards, showing percentage of provincial enrolment versus share of funding. She highlighted that there is a difference of -0.7%, between enrolment and net operating grants, the highest among large urban boards.

The 2012-2013 Operating Expenditures were reviewed. The majority of the funding is for salaries and benefits totaling 81.7%, 10% for non-staffing costs, and the balance for capital costs. Carla Kisko then reviewed the breakdown of staffing and non-staffing expenditures for 2012-2013.

2. Special Presentation Budget Development Grants for 2013-2014 (Continued)

A member stated that letters regarding funding have been written to the Ministry a few years ago and she asked if the Board had received a response from the Ministry. Carla Kisko explained that if funding is increased for one board it impacts another board, as the funding is re-distributed. She suggested that boards can offer support to help develop the funding formula by capturing data and providing it to the Ministry. She commented that Special Education Advisory Committees around the province should express their concerns by continuing to write to the Ministry.

Associate Director Kisko reviewed the document entitled Enrolment and Grant Overview, commenting that JK to Grade 3 continue to grow, Grades 4-8 show marginal growth, and Full-Day Kindergarten will be fully implemented by 2014-2015. She expressed concern regarding secondary enrolment decline, which may result in a decrease of approximately \$ 9.6 million in total grants. She noted a slight increase in special education grants because of Special Equipment Amount (SEA) allocation, and \$ 9 increase in per pupil amount for special education equipment purchased. She stated that the significant decrease of \$ 4.7 million in School Operations grant poses a challenge, as facilities need to be maintained. She reviewed other areas such as Temporary Accommodation, which has an increase of \$ 469,212 for portables. Reviewing the projected Operating Expenses for 2013-2014, Carla Kisko explained how budget reduction targets have been set, departments have been asked to reduce their budgets by 5%, and staffing has been adjusted according to enrolment changes.

Associate Director Kisko, drew attention to the shortfall of \$ 3.7 million in the 2013-2014 Revenue and Expenses, and requests arising from departments in the form of business cases, to support system priorities. As an example, she cited The Journey Ahead initiative and hiring of a Manager for Workplace Equity. She stated that business case requests amounted to \$ 4.4 million, over and above the shortfall of \$ 3.7 million, bringing the deficit to approximately \$ 8 million that needs to be addressed. She spoke about Peel's commitment to special education and awareness of austerity across the Board.

SE-46, moved by Shelley Foster, that the special presentation re Budget Development Grants for 2013-2014, be received.

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3. Conflict of Interest

There were no declarations of conflict of interest.

4. Minutes of the Special Education Advisory Committee Meeting, April 16, 2013

SE-47, moved by Shelley Foster, that the Minutes of the Special Education Advisory Committee Meeting, held April 16, 2013, be approved.

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5. Special Education Advisory Committee - Terms of Reference

As part of the Board's regular review of the Peel DSB By-laws, all committees of the Board are asked to review and make any necessary changes to their Terms of Reference. No changes were recommended.

SE-48, moved by Brad MacDonald, that the report re Special Education Advisory Committee - Terms of Reference, be received.

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6. Supporting Students Needing Tier 3 Review Committee (T3RC) Interventions

Coordinating Principal, Therese Fitzpatrick, stated that the Tier 3 Review Committee has been used extensively in 2012-2013 and is intended to help superintendents of education who are working to support schools and students in the system. She advised that in the past, students were assisted through on-going collaboration with support staff, with the assistance of Central Board Office staff, and that T3RC replaces this earlier model of support for High Needs students. She noted the hiring of Bob Cambria as Coordinator, Integrated Services, and explained that T3RC model includes support from Special Education Chiefs, Coordinators, and Superintendents, who assist in assessing supports received, providing recommendations in terms of referrals for further action, identifying a champion who will work alongside the student in accessing community-based services and treatment programs. With regard to referrals, Therese Fitzpatrick indicated that special education staff such as Mobile Behaviour Support Team (MBST) and Autism Spectrum Disorder (ASD) staff make referrals to T3RC with the intention of providing additional support and accessing community services to help students and families.

SE-49, moved by Ann Smith, that the oral report re Supporting Students Needing Tier 3 Review Committee (T3RC) Interventions, be received.

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7. De-escalation and Personal Safety

Gillian Kajganich, Special Education Coordinator, recalled her earlier report to SEAC regarding De-escalation and Personal Safety training, provided to over 200 teaching assistants and teachers in Peel DSB. She stated that 18 trainers, Bob Cambria, Coordinator of Integrated Services, and herself offer the training on all system days to anyone who requests it, including trustees.

7. De-escalation and Personal Safety (Continued)

Using a PowerPoint slide presentation, Gillian Kajganich described the Crisis Prevention Institute's (CPI) Crisis Developmental training model that includes an integrated experience, balancing the client's behaviours with staff's responses. She explained that, the way in which staff react in a situation has a large impact on students' behaviour, adding that the focus is on the approach that staff can take to balance student behaviour with appropriate responses. She reviewed slides describing non-verbal behaviour in relation to proxemics and kinesics. With the help of volunteers, Gillian Kajganich and Bob Cambria demonstrated techniques for de-escalating non-verbal behaviour between staff and students related to proxemics, which is about comfort level, personal space, and safe environment, as well as with regard to kinesics which relates to body language and gestures. Discussion and comments ensued with regard to: personal space; not keeping hands behind the back; not insisting on eye contact; responding in cases of agitated behaviour or where physical intervention may be required.

SE-50, moved by Shelley Foster, that the oral report re De-escalation and Personal Safety, be received.

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Trustee MacDonald retired from the meeting. (20:10 hours)

8. Special Education Advisory Committee Member List

The member list was reviewed. Corrections were requested for the contact information of Carol Ogilvie, Marilyn Matis, and Nancy Leaton. Updates are to be sent to Louise Sirisko or Vera Colaco.

SE-51, moved by Nancy Leaton, that the updated Special Education Advisory Member List, be received.

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9. Special Education Advisory Committee Meeting Schedule for 2013-2014

A member inquired about the possibility of receiving the agenda package a day earlier in view of long weekends.

SE-52, moved by Nancy Leaton, that the report re Special Education Advisory Meeting Schedule for 2013-2014, be received.

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10. Special Education Programs and Services Report 2013-2014 - Draft

Special Education Coordinators Donna Zuccato and Katie Levalds reviewed the report.

Katie Levalds stated that the report provides a description of programs and services that are submitted to the Ministry annually and once published, it will be used as a reference document. She highlighted the summary of the special education plan which included: special education program teacher allocation; teaching assistants allocation; professional support services; summaries of special education programs by location for elementary and secondary schools.

Donna Zuccato reviewed the summary of allocations for Elementary Programs and Regional Special Programs, Summary of Programs by Field Offices, and highlighted relocations and changes between last year and this year. Katie Levalds outlined the information with regard to Secondary Teacher Allocations, Secondary Programs with Learning Support Levels 1 and 2, Secondary In-School Support Program, and Section 23. She provided details of changes in staffing allocations for these programs. Katie Levalds reviewed the list of projects for 2012-2013, planned projects for 2013-2014, month by month staff development learning opportunities plan, and summary of transportation protocols, as outlined in the report.

A member referred to the reduction of psycho-educational consultants from 58 to 57, as indicated in the report, and asked if there were fewer students who are waiting for assessments. Jack Kamrad clarified that the reduction is in the Fresh Start program and that net services to schools remains the same. The member referred to the Transportation information in the report and inquired about the absence of transportation for secondary students attending summer school. Katie Levalds will bring back a response.

In response to a member's query about PPM156, Transition Planning for Young People with Developmental Disabilities, and how many additional staff have been allocated to implement this program, Katie Levalds advised that Ryan Machete has been hired as Applied Behaviour Analysis (ABA) Transition Facilitator, to support students and co-op education teachers with finding and locating jobs. Responding to the member's question regarding any teaching assistants (TAs) assigned to the program, Therese Fitzpatrick advised that, last year, 2.5 TAs were added to assist with transition of incoming students and assigning them to locations, and this year 1.5 TAs have been added bringing it to a total of 4 TAs added to support transitions across the system. She commented that the TAs work closely with itinerant teachers and schools to support incoming students to Peel as well as students moving between locations in Peel.

Katie Levalds reported that special education students will be exempt from the 34 credit threshold. She recalled the presentation to SEAC on MyBlueprint and Individual Pathways Plan (IPP) which will help to achieve better transitions for students. A member asked about communication with colleges and universities regarding transitional assistance. Katie Levalds advised that ABA Facilitator, Ryan Machete, is a member on some committees and Peel has partnerships with Humber College and Community Living. Therese Fitzpatrick stated that the ABA Facilitator has reviewed data in May, significant information has been shared, and he is working with colleges on students with autism.

10. Special Education Programs and Services Report 2013-2014 – Draft (Continued)

Therese Fitzpatrick added that the Ministry is aware of concerns and needs, and discussion is on-going with multiple teams for further action. Another member asked about supports for individuals leaving Grade 12 and moving into adulthood where, due to changed parameters, one has to obtain funding from *Ontario Disability Support Program (ODSP). Ana Pauchulo replied that PPM 156 is expected to be implemented in September 2014 and incorporates transition planning whereby the Ministry of Children and Youth Services will be working with the Ministry of Community and Social Services in regard to transitioning students with special needs to adult life, to enable families to apply for funding. She advised that staff from a few community services will meet with Special Education Coordinator, Cathy White, to finalize the draft protocol and the implementation plan will include the Individual Pathways Plan.

Chair Byers suggested that a list of acronyms be distributed for the benefit of all.

SE-53, moved by Dorothe Peddie, that the draft report re Special Education Programs and Services Report 2013-2014, be received.

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11. OnSIS

Special Education Coordinator, Barb MacRae, circulated charts of OnSIS data and reviewed the charts containing data on: actual numbers for special education exceptionalities and breakdown by gender for 2012-2013; 5-year (2008-2012) comparison of identified and non-identified students receiving special education support; special education by exceptionalities over the 5 years; year-to-year comparison of exceptional and non-identified students in Peel DSB from 2008-2012. Barb MacRae highlighted that over the last five years there has been a 2% decrease in the number of exceptional students, and 109% increase in non-identified students receiving special education support in Peel DSB. She noted that over the past few years the number of non-identified students have been reported diligently, and that last year the annual review transition program was set up in OnSIS to allow those students to move from year to year and be reported in the non-identified list.

SE-54, moved by Nancy Leaton, that the oral report re OnSIS , be received.

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12. Communications

SE-55, moved by Barbara Cyr, that the following communications, be received:

1. Letter from the Learning Disabilities Association regarding the recent amalgamation of Mississauga and North Peel Chapters and are now legally The Learning Disabilities Association of Peel Region

*Note: At the June 18, 2013 SEAC meeting, this part of the statement was amended to: "the Ontario Disability Support Program (ODSP) through Developmental Services Ontario (DSO)."

12. Communications (Continued)

2. Letter from the Learning Disabilities Association of Peel Region regarding nomination of Lorraine Yuill as its representative and Carol Ogilvie as its alternate representative on the Special Education Advisory Committee
3. Letter regarding nomination of Nancy Bratkovic, Canadian Mental Health Association as its alternate representative on the Special Education Advisory Committee
4. Letter regarding nomination of Lisa Verdone, Down Syndrome Association of Ontario - Peel Caring Network for Challenged Kids as its representative on the Special Education Advisory Committee
5. Letter regarding nomination of Dorothe Peddie, FASworld Canada as its representative on the Special Education Advisory Committee
6. Letter to Minister Liz Sandals from SEAC Chair, Durham District School Board regarding Funding Model for Special Education
7. Letter to Minister Liz Sandals from SEAC Chair, Hamilton Wentworth District School Board regarding Inclusion of Fetal Alcohol Syndrome Disorder in the Ontario Secondary School Physical Education Program
8. Letter to Andre Martin, Ombudsman of Ontario from Janet McDougald, Chair, Peel District School Board regarding Transition from School to Adult Services for Students with Developmental Disabilities
9. Symposium July 14 -17,2013 Re: Meeting the Diversity Challenge
10. Letter to Nancy Bratkovic from Janet McDougald to confirm the alternate representative for Canadian Mental Health Association to Special Education Advisory Committee
11. Letter to Dorothe Peddie from Janet McDougald to confirm the representative for FASworld to Special Education Advisory Committee
12. Letter to Lisa Verdone from Janet McDougald to confirm the representative for Peel Caring Network for Challenged Kids to Special Education Advisory Committee
13. Letter to Lorraine Yuill from Janet McDougald to confirm the representative for The Learning Disabilities Association of Peel Region to Special Education Advisory Committee
14. Letter to Carol Ogilvie from Janet McDougald to confirm the alternate representative for The Learning Disabilities Association of Peel Region to Special Education Advisory Committee

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Ann Smith encouraged members to attend the symposium on Meeting the Diversity Challenge scheduled for July 14 - 17, 2013. More information will be shared in June 2013.

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13. Question Period

There were no questions.

14. Public Question Period

There were no public questions.

15. Adjournment

SE-56, moved by Ann Smith, that the meeting adjourn (21:00 hours).

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