

September 18, 2012
Special Education Advisory Committee:ma

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 September 18, 2012 at 19:00 hours.

Members present:

Barbara Byers, Fragile X Research Foundation of Canada, Chair
Brad MacDonald, Trustee, Vice-Chair
Stan Cameron, Trustee
Lynne Cramer, Community Living Mississauga
Barbara Cyr, Association for Bright Children
Meredith Johnson, Trustee
Wes McDonald, VIEWS for Blind and Visually Impaired Children
Sandy Milakovic, Canadian Mental Health Association, Peel Branch
Carol Ogilvie, Learning Disabilities Association of North Peel
Carol Oitment, Tourette Syndrome Association of Ontario
Ann Smith, Brampton-Caledon Community Living
Lorraine Yuill, Learning Disabilities Association of Mississauga

Absent: (apologies received*)

Shelley Foster, VOICE for Hearing Impaired Children
Deanna Henderson, Easter Seals Ontario*
Nancy Leaton, Autism Ontario Peel Chapter

Also present:

Marg Fishbein, Educational Resource Facilitators of Peel
Marilyn Matis, Association for Bright Children (Alternate)
Linda Standish, Educational Resource Facilitators of Peel

Administration:

Louise Sirisko, Superintendent, Special Education Support Services (Executive Member)
Patricia Noble, Superintendent of Education

Marina Amin, Board Reporter

1. **Approval of Agenda**

SE-72, moved by Carol Ogilvie, that the agenda be approved.

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2. Superintendent Welcome

Louise Sirisko, Superintendent of Special Education Support Services, welcomed Patricia Noble, Superintendent of Education as the alternate executive member on the Special Education Advisory Committee. She also introduced staff members new to the Special Education team: Gillian Kajganich, Coordinator of Staff Development; Archie Kwan, Senior Psychologist; Ana Pauchulo, Coordinating Principal of Special Education Programs, and Lorie Grant, Acting Chief Speech and Language Pathologist. Superintendent Sirisko noted that the new Accessibility Coordinator, Jennifer Miller, will attend a future meeting of SEAC when she will speak about the Accessibility Plan.

3. Special Presentation re Starting Point 2012

Indicating a smooth start for special education in the new school year, Superintendent Sirisko noted a net new population of 48 special needs students. She advised that coordinators and itinerant teachers are getting to know the new students in order to facilitate their transition into Peel.

Superintendent Sirisko reported that the Summit on Children and Youth Mental Health is scheduled for October 25-26, 2012, and spoke of the importance of representation at this summit. On behalf of Peel, she extended an invitation to SEAC for one representative to attend, and she noted that Peel staff will also be in attendance at this summit.

Commenting on the labour situation as a result of Bill 115, Putting Students First Act, 2012, Superintendent Sirisko indicated that the Board continues to support its schools and students. She spoke briefly about the Director of Education's start of the school year address to more than 1000 Peel DSB employees on August 28, 2012. The video "Every Smile Tells a Story" was viewed by SEAC members. The video showcases the positive and dynamic attitude of staff who aspire to build hope and confidence, and bring success to students in Peel.

4. Conflict of Interest

There were no declarations of conflict of interest.

5. Minutes of the Special Education Advisory Committee (Supplementary) Meeting, May 29, 2012

SE-73, moved by Lynne Cramer, that the minutes of the Special Education Advisory Committee (Supplementary) Meeting, held May 29, 2012, be approved.

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6. Minutes of the Special Education Advisory Committee Meeting, June 19, 2012

SE-74, moved by Barbara Cyr, that the minutes of the Special Education Advisory Committee Meeting, held June 19, 2012, be approved.

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7. Policy Review: PPM149 and Operating Procedure SESS18

Superintendent Sirisko recalled that the agenda was restructured to bring Ministry policy and the resultant Board policies and operating procedures to SEAC members for review with their associations and feedback from the community. She noted that, with respect to Policy Program Memorandum (PPM) 149, a questionnaire has been prepared for SEAC members to take back to their associations, and provide feedback at the next meeting. Superintendent Sirisko also commented that the administration has always consulted with SEAC on budget recommendations, and she noted that in future, as discussion is held on policies and their implementation in schools, members will be asked to consider budget recommendations, based on discussions on the policies. She then invited Chief Social Worker, Jim Van Buskirk, to provide details of PPM149 and Operating Procedure SESS18.

Providing an overview of Ministry memorandum PPM149, Jim Van Buskirk noted that boards are required to develop a protocol for partnerships with external agencies, so that agencies supplement the work being done in school boards, and there is no duplication of service. He reviewed the protocol developed by the Board in keeping with the requirements of PPM149 and the elements it must contain, including: establishment of collaborative agreements; integration with Professional Student Services Personnel; consent and confidentiality; liability; fee payments; responsibilities and structures; qualifications and supervisory relationships. Jim Van Buskirk reported that the Collaborative Agreement Review Committee (CARC) was established and an application process for external services was developed. He noted that several applications have been received, and some have been approved, including Early Integration Program for High Risk Immigrant and Newcomer Students/RBC, Big Brothers Big Sisters, See Hear, Look Hear.

Jim Van Buskirk also spoke about the Board's Operating Procedure SESS18 "In-School and In-Classroom Student Assistance provided by a Third Party." He noted that this operating procedure would apply in more specific circumstances, typically for an individual student, when there would be a need to bring in a third party service provider.

Responding to a member, Jim Van Buskirk advised that the Peel DSB has taken the lead in developing a protocol for collaborative agreements with external agencies. Superintendent Sirisko highlighted the opportunity to bring external agencies into Peel's schools in order to maximize services for students and their families.

SE-75, moved by Lynne Cramer, that the report re Policy Review: PPM149 and Operating Procedure SESS18, be received.

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8. Individual Education Plan Review

Barb MacRae, Coordinator of Data and Standards, reported that the purpose of the Individual Education Plan review was to ensure continued progress with respect to planning, development and implementation of the IEP to support student success and achievement. She noted that the review included a sampling of eight random IEPs of students with different disabilities at the secondary and elementary level. Barb MacRae provided details of the review covering the key elements of the IEP template, including: assessment data; strengths and needs; accommodations; current levels of achievement; program goals.

With a PowerPoint presentation, Barb MacRae, comparatively reviewed data from the 2006 - 2007 IEP review summary, and Peel's IEP review for 2011 - 2012. Using the three prompts: here's what; so what; now what; members were asked to reflect and provide feedback on improving the key elements of the IEP noted above, as well as the frequency and quality of parent consultation, and student goals in relation to expectation.

Barb MacRae provided details of current work and future plans. She indicated that an IEP process manual is being developed. Indicating that sample IEPs have been created for the gifted, and the behavior program students, Barb MacRae noted that work is in progress to put together sample IEPs for the other exceptions as well. She provided information on the various workshops being scheduled for teachers to provide training and guidance with preparation and development of an IEP.

SE-76, moved by Lynne Cramer, that the report re Individual Education Plan Review, be received.

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9. Elementary Gifted Identification and Placement

Donna Zuccato, Special Education Coordinator, demonstrated navigation of the new website, and the Special Education Programs and Services site. It was noted that the chiclet for special education has been removed. Members expressed disappointment that persons with disabilities will have to navigate through several panes to arrive at the special education programs and services site. Katie Levalds will discuss these concerns with Media and Communications staff, and highlight the special needs of persons with disabilities.

Providing updates of work done so far, Donna Zuccato spoke about the new website and the various documents posted, as well as links to additional information. She noted that parents will be able to access information regarding the gifted identification and placement criteria, as well as details around Enhanced Learning Class (ELC) and In School Enhanced Learning Program (ISELP). She spoke about support for differentiated instruction and strategies to sustain enhanced learning, and the creation of resource links on the SharePoint site for teachers to access information. Some of the teachers, approximately 148 ISELP staff, will preview the new website at a training session tomorrow. There is also a direct link to the Association for Bright Children and the Enrichment Studies Unit at Queens University.

9. Elementary Gifted Identification and Placement (Continued)

For fall activities related to enhanced learning, it was noted that teachers will attend a half-day session with special education teachers on the development of gifted plans. Teachers will be shown the resources they can use to develop IEPs and classroom programs. There will also be a presentation for principals and new In School Support Program teachers. Donna Zuccato indicated that some classroom teachers will be surveyed by Peel staff this fall to determine understanding of the new identification and placement model. These teachers will be re-surveyed in spring to determine growth in terms of knowledge and practice related to this new model. She noted that many students will be accessing the ELC program, and that it is important for ISSP and classroom teachers to work collaboratively.

A member queried the removal of the chiclet for the special education site. Trustee MacDonald explained that, in redesigning the website, the chiclet was removed to maintain consistency of website navigation for all programs.

SE-77, moved by Ann Smith, that the oral report re Elementary Gifted Identification and Placement, be received.

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10. Open Minds, Healthy Minds

Maureen MacKay, Coordinator, Student Wellbeing, showed members of the Committee the video "Stand Up" regarding student mental health. This video, created by staff from Media and Communications, was showcased at Starting Point 2012, when the Director of Education, Tony Pontes, reminded staff of the system's responsibility to the spiritual and mental wellbeing of every student in Peel. Maureen MacKay advised that the video has received regional and national media coverage. A message of appreciation received from the Children's Aid Society Board of Directors was shared. Highlighting the importance of understanding mental health issues, Maureen MacKay commented on the heightened awareness of the issues in Peel and the readiness to deal with it. A recently conducted survey identified that the two most common mental health concerns related to anxiety and depression. She advised that a report is under preparation which will be shared with members when completed.

Maureen MacKay acknowledged Trustee Stan Cameron's awareness presentation on mental health at Stephen Lewis Secondary School, and she expressed thanks for his involvement and support. She provided further details of the Mental Health and Addictions Nurses in District School Board initiative, noting that nurses with mental health expertise are rare, and that it is expected that the system will receive 50% of the allocation by November and the other 50% by February 2013. She noted that the Ministries of Health and Children and Youth Services have funded four additional nurses to work in Peel, and advised that their duties are being determined to suit the needs of the system.

SE-78, moved by Stan Cameron, that the oral report re Open Minds, Healthy Minds, be received.

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11. Draft Special Education Advisory Committee Annual Calendar 2012 - 2013

SE-79, moved by Carol Oitment, that the Draft Special Education Advisory Committee Annual Calendar 2012 - 2013, be received.

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12. Updated Special Education Advisory Committee Member List

SE-80, moved by Carol Oitment, that the Updated Special Education Advisory Committee Member List, be received.

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13. Communications

SE-81, moved by Lorraine Yuill, that the following communications, be received:

1. Memorandum to Community Partners from Kerry's Place Autism Services re: Kerry's Place Autism Services Children's Respite Homes – Admission Processes
2. Letter to Minister Laurel Broten from SEAC Chair, Bluewater District School Board re: Electronic Portal Proposal
3. Letter to Minister Laurel Broten from SEAC Chair, Near North District School Board re: Fetal Alcohol Syndrome Disorder
4. Letter to Minister Laurel Broten from SEAC Chair, Wellington Catholic District School Board re: Importance of Professional Development in the area of Special Education for all teachers
5. Minutes for the Meeting of the Minister's Advisory Council on Special Education (MACSE) – June 6 and 7, 2012

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14. Reports from Representatives on Councils / Associations

Sandy Mikalovic provided details of the Community Fair, "Changes in Altitudes, Changes in Attitudes", being held at County Court Park in Brampton on September 23, 2012. The event, organized to create an awareness of mental health issues, will showcase approximately 14 different mental health agencies. The flyer will be provided to Superintendent Sirisko for circulation.

15. Question Period

Carol Ogilvie advised SEAC of the amalgamation of Learning Disabilities Association of Mississauga and Learning Disability Association North Peel to create one association to serve the Region of Peel. She will keep members updated, as more information becomes available. Carol Ogilvie indicated that a needs assessment is being conducted by the association to determine better ways to serve the community of Peel, and she distributed a survey for members of SEAC to complete and return.

16. Public Question Period

There were no public questions.

17. Adjournment

SE-82, moved by Lynne Cramer, that the meeting adjourn (20:50 hours).

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