

## 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 Monday, September 17, 2018 at 19:00 hours.

### Members present:

Shelley Foster, VOICE for Hearing Impaired Children, Chair  
Sue Lawton, Trustee, Vice-Chair  
Nancy Bratkovic, Canadian Mental Health Association, Peel Branch  
Barbara Byers, Fragile X Research Foundation of Canada  
Barbara Cyr, Association for Bright Children, Peel Chapter  
Nancy Leaton, Autism Ontario, Peel Chapter  
Wes McDonald, VIEWS for the Visually Impaired  
Suzanne Nurse, Trustee  
Carol Ogilvie, Learning Disabilities Association of Peel Region  
Carol Oitment, Tourette Syndrome Association of Ontario  
Dorothy Peddie, FASworld Canada, Peel Chapter (19:05)  
Ann Smith, Brampton-Caledon Community Living  
Mary Wright, Down Syndrome Association of Peel (19:10)

### Members absent: (apologies received)

Jennifer Knight, Easter Seals Ontario  
Kathy McDonald, Trustee

### Administration:

Shawn Moynihan, Superintendent of Special Education Support Services (Executive Member)  
Poleen Grewal, Associate Director, Instructional and Equity Support Services  
Peter Joshua, Director of Education  
  
Marina Amin, Board Reporter

### 1. Approval of Agenda

Chair Foster welcomed Shawn Moynihan, recently appointed Superintendent of Special Education Support Services, to the meeting.

SE-67, moved by Sue Lawton, that the agenda be approved.

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### 2. Conflict of Interest

There were no declarations of conflict of interest.

**3. Minutes of the Special Education Advisory Committee Meeting, June 12, 2018**

SE-68, moved by Ann Smith, that the Minutes of the Special Education Advisory Committee Meeting of June 12, 2018, be approved.

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**4. Superintendent's Report**

Superintendent of Special Education Support Services, Shawn Moynihan, circulated his report. He thanked retired Superintendent of Special Education Support Services, Ted Byers, for the support provided while he transitioned into this role.

Superintendent Moynihan highlighted SEAC's Collective Priorities for 2018-2019, centered on the measurability of student growth, and the Board's Strategic Plan as the key pillars of focus for the 2018-2019 school year. He remarked that there are many points of intersection between the Board's Strategic Plan and SEAC's Collective Priorities, and that he looked forward to learning and working collaboratively to support students, staff and communities in Peel. Shawn Moynihan reviewed excerpts from his report that speak to setting high expectations for student achievement, helping all learners to attain personal excellence, developing independent and caring citizens who contribute to society, and reflecting on questions around inclusion. Reporting on the changes to funding for special education announced in the memo from the Ministry of Education on August 24, 2018, Superintendent Moynihan advised members of an increase in the Per Pupil Amount allocation benchmark. He stated that the memo also confirms that there will be additional supports for students with special needs, including those with Autism Spectrum Disorder, and mental health issues. Another change is a reduction of the Special Incidence Portion maximum claim amount from the previous government benchmark of \$38,016 to \$27,405. Superintendent Moynihan stated that, while the Ministry has advised that savings earned from this adjustment have been reinvested in the Per Pupil Amount, Peel has not seen that reinvestment. The change has resulted in a net loss of \$835,000 in funding to the Board.

Following up on a suggestion made at an earlier meeting for a SEAC newsletter to parents, Senior Communications Officer, Kayla Tishcoff, reported on discussions held with the SEAC newsletter sub-committee to explore various avenues to inform the parent community on topics related to special education. She noted that, since February 2018, the three articles that have been published include a definition of SEAC, Individual Education Plan, and Identification, Placement, and Review Committee. Copies will be provided to members, and may be used as templates for future camera-ready news articles. Kayla Tishcoff advised that the publications are a valuable part of the camera-ready news package sent to schools, and intent is to continue to use them to keep parents informed about available resources and tools. Kayla Tishcoff responded to questions of clarification regarding frequency and length of news articles, and will consider the suggestion to develop a Q and A document for parents.

SE-69, moved by Dorothy Peddie, that the Superintendent's Report, be received.

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**5. Special Education Advisory Committee Annual Calendar - Draft**

Superintendent Moynihan reported that the SEAC Annual Calendar was developed with input from Provincial Parent Association Advisory Committee on SEAC, and suggestions from the Special Education department. He expressed the hope that there will be an opportunity to revisit the calendar at future meetings, to ensure that there is continuity of reports from meeting to meeting, and opportunity for continued dialogue. Chair Foster asked about duration of guest presentations, and when requests to present should be submitted to ensure they are included in the annual calendar. She noted that it has been a while since the Committee has had a guest presentation. Superintendent Moynihan will follow up with other member representatives about interest to present, and ensure that potential presenters are included in the annual calendar. A member remarked that the Accessibility Plan is due for submission to the Ministry on September 30, 2018, and requested an opportunity to review it at the next Committee meeting. She also asked whether the draft Accessibility Plan can be reviewed for member input by end August or early September each year. Associate Director of Instructional and Equity Support Services, Poleen Grewal, advised that the request will be followed up with the Health and Safety department, and a report brought back to the next Committee meeting. Responding to a query, Shawn Moynihan stated that SEAC will have an opportunity to discuss the budget planning process in January 2019, and an update will be provided in March 2019.

SE-70, moved by Carol Ogilvie, that the Special Education Advisory Committee Annual Calendar - Draft, be received.

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**6. Special Education Plan Revision - Update**

Special Education Coordinator, Tracy Bardell, reported that, over the summer, a number of sections of the Special Education Plan have been posted in draft form to the Special Education link of the Board's Sharepoint site which is currently accessible to parents. With a live demonstration, she explained that the goal is to facilitate navigation within the Special Education site and linking to various sections on exceptionalities. Tracy Bardell reported that the section on Professional Development activities will be updated throughout the year. She advised that the section on Transition Planning is a work in progress, as staff review the different pathways and stages when students transition from the elementary to secondary panel. Tracy Bardell stated that updated amendments have been shared with In-School Support Program staff and the new administrators, and she highlighted the importance of sharing this information with staff and parents, in view of the large amount of updated information that replaces previous documents.

Questions of clarification were responded to by the administration regarding target date for completion and configuration of the amendments update section. Tracy Bardell advised that staff will collaborate with Learning Technology Support Services to make the site more user-friendly for parents. A member suggested that association representatives also review and update the information on their sites.

**6. Special Education Plan Revision – Update (Continued)**

SE-71, moved by Barbara Cyr, that the update report re Special Education Plan Revision, be received.

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**7. In-School Support Program (ISSP) Institute Professional Learning Agenda**

Tracy Bardell provided an overview of the professional training developed and provided to ISSP staff and teachers new to the role. Training covers a variety of tools and learning strategies are explored including: complex nature of the Student Information System; Individual Education Plan Writer; In-School Review Committee; effectively support staff to communicate student need. She highlighted the increase in professional learning days from three to eleven during the course of the school year, and the smaller group workshop format to facilitate discussion. Tracy Bardell reported that teachers have provided positive feedback about workshop content and format. She spoke about the focus on child development and alternate curriculum, learning about complex exceptionality profiles, and providing the required supports and resources. Responding to a query about monitoring or shadowing for new teachers, Tracy Bardell indicated that there are a variety of resources available for teachers new to the role, and clarified the different mechanisms and strategies to provide additional support prior to a recommendation for an In-School Review. If, however, there is continued escalation, the child will be moved forward to an In-School Review Committee. Superintendent Moynihan added that resources and leadership within the school, and the home-school connection are important supports for the student.

SE-72, moved by Dorothy Peddie, that the report re In-School Support Program (ISSP) Institute Professional Learning Agenda, be received.

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**8. Special Education Department Work Plan 2018-2019**

Superintendent Moynihan stated that the Special Education Department Work Plan was shared with SEAC last year. He indicated that the plan is being reviewed with a focus on providing supports for transition, and transportation. Discussions in this regard have commenced, and Superintendent Moynihan advised that the Special Education Department Work Plan will be brought back to a future meeting for further input on next steps from members.

Responding to a member's question about need to campaign for advocacy with the Ministry, Director of Education, Peter Joshua, indicated that the Ministry of Education had set up a Committee to review and provide a report on transportation challenges, of which Special Education was a key topic of concern. He stated that this item will be discussed at the next Council of Ontario Directors of Education meeting. In the interim, the Board will continue to review transportation problems locally.

**8. Special Education Department Work Plan 2018-2019 (Continued)**

Vice-Chair Lawton commented that the bus service has improved slightly this year, and she provided details about the work of the administration and Student Transportation of Peel Region to negotiate stronger contracts with the bus companies that include stringent restrictions and consequences. Responding to a member's question about busing for special needs students attending a Regional Program, Associate Director Grewal confirmed that transportation will be provided if the student was being bused to the home school. She advised that processes and practices will be reviewed to ensure easy access for special needs children, and to also consider some of the cases through an equity and inclusion lens, in view of the recently released Ontario Human Rights Commission Policy regarding accommodations for special needs. Vice-Chair Lawton, who is a member of the Regional Learning Choices Programs Committee, indicated that she will raise this concern at a future committee meeting. In response to a question about transportation for children with a Fetal Alcohol Spectrum Disorder (FASD) diagnosis, staff provided information about process and criteria for specially approved busing for students. It was noted that there are some students with FASD who are currently being provided with transportation. A study is being conducted on support for students with various disabilities, which acknowledges that, although students with FASD do not fall into the other exceptional categories, they have similar needs. This aspect of the study falls under Phase Two of the Work Plan.

SE-73, moved by Wes McDonald, that the report re Special Education Department Work Plan 2018-2019, be received.

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**9. Special Education Advisory Committee (SEAC) Terms of Reference**

Superintendent Moynihan stated that the SEAC Terms of Reference are brought to the Committee for review, as part of the Board's regular review of its By-laws.

SE-74, moved by Barbara Cyr, that the Special Education Advisory Committee (SEAC) Terms of Reference, be received.

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**10. Updated Special Education Advisory Committee Member List**

A member stated that the list containing personal information needs to be a handout to members, and not included in the agenda. Superintendent Moynihan confirmed that personal information will be included on handouts, marked confidential, and circulated to members. He will also confirm the requirements for publicly posting information of SEAC members, and report back at the next meeting.

SE-75, moved by Barbara Cyr, that the updated Special Education Advisory Committee Member List, be received.

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**11. Ontario Human Rights Commission (OHRC) Policy on Accessible Education for Students with Disabilities**

Superintendent Moynihan reported that the OHRC Policy on Accessible Education for Students with Disabilities was released on August 24, 2018, and noted that there is a reference to equity and transportation in the document. He advised that the Policy's recommendations will serve as a roadmap for further discussion and development of an implementation plan during the course of the year.

SE-76, moved by Barbara Byers, that the report re Ontario Human Rights Commission (OHRC) Policy on Accessible Education for Students with Disabilities, be received.

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**12. Question Period**

Barbara Cyr reported that the Empowering Modern Learners Parent Conference will be held on November 3, 2018 at Mississauga Secondary School. She stated that SEAC has been invited to set up a display table, and a response is required by September 28, 2018. Barbara Cyr requested members to confirm their participation, and interest in staffing the table.

Carol Ogilvie asked about process to inform SEAC members about results of elected trustees, following the Municipal Elections this October, and trustee representation on SEAC. Vice-Chair Lawton explained the process of appointment of trustees to Committees at the Second Meeting of the Board each year.

Barbara Cyr asked about process for recommending representatives to the Special Education Advisory Committee. Vice-Chair Lawton explained that the process has been for associations to advise the Board of any change or recommendation for a new representative.

Dorothy Peddie asked about the requirement of associations to provide letters recommending representatives, every four-year term. Associate Director Grewal advised that the process will be verified and a communication clarifying the procedure will be sent to members shortly.

Carol Ogilvie stated that the Ministry had indicated its intent to organize public consultation meetings for input on education, and she asked that members be informed about meeting dates.

Carol Ogilvie circulated copies of the Learning Disabilities Awareness Month poster.

**13. Public Question Period**

There were no public questions.

**14. Adjournment**

SE-77, moved by Dorothy Peddie, that the meeting adjourn (20:30 hours).

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