



Durham Catholic District School Board

MINUTES of the **SPECIAL EDUCATION ADVISORY COMMITTEE** meeting of the Durham Catholic District School Board which was held in the North Board Room of the Catholic Education Centre, 650 Rossland Road West, in Oshawa on **Tuesday, February 2, 2016.**

Present

L. Smart
V. Adamo
M. Feeheley
K. LeFort
J. McCafferty
L. McInnes
P. Pulla
E. Van de Klippe
J. McCafferty

Staff

J. Bowyer
C. Baetz
T. Ezquerra
S. Phoenix

With Regrets

L. Cook
V. Derby
M. Lepage
T. McGarry
A. Shiels

S.E.A.C. Representatives

K. Plaunt, APSSP
M. Lacy, Principal/Vice Principal Association
C. Colligan, OECTA

CALL TO ORDER

Item a.1 **Memorials and Prayer**

Chair Smart called the meeting to order at 7:33 p.m. and offered the opening prayer.

Item a.2 **Roll Call and Apologies**

APPROVAL OF AGENDA

Item b.1 **Changes to Printed Agenda**

none

Item b.2 **Approval of Agenda**

Motion No. SS-2016-02-02-01 Approval of Agenda

Moved by L. McInnes , seconded by J.McCafferty

“THAT the Special Education Advisory Committee approve the agenda of the Tuesday, February 2, 2016 meeting as printed”

Carried

ANNOUNCEMENTS

None

CONSIDERATIONS OF MOTIONS

None

DECLARATIONS OF INTEREST

Item g.1 **Declaration of Conflict of Interest**

None

ACTIONS TO BE TAKEN

Item h.1 **Approval of minutes of the Special Education
Advisory Committee Meeting of January 5, 2016**

Motion No. SS-2016-02-02-02 Approval of Minutes

Moved by K. LeFort, seconded by E. Van de Klippe

“THAT the Special Education Advisory Committee approve the Minutes of the January 5, 2016 meeting as submitted.”

Carried

Item h.2 **Business Arising from the Minutes of the Special Education
Advisory Committee January 5, 2016**

None

PRESENTATIONS

Item g.1 Long Term Accommodation Plan

B. Camozzi

Superintendent Bowyer introduced Bob Camozzi, Superintendent – Facilities Services. At a special Board Meeting on January 19, 2016, the Durham Catholic District School approved the Long Term Accommodation Plan 2016-2020.

Superintendent Camozzi gave SEAC members an overview of the guiding principles for the plan as well as timelines, Ministry funding guidelines and requirements, and growth projections for Durham Region, all of which will impact the implementation of the plan. The plan is a working document that will be updated each year as projects are approved or completed. A series of public meetings will be held and dates are available on the DCDSB website.

DELEGATIONS

None

NOTICES OF MOTIONS

None

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Item k.1 SEAC Handbook

Superintendent Bowyer distributed an updated draft copy of the SEAC handbook and further discussion and took place during a review of policies and procedures discussed at the last meeting and further additions and edits as suggested by members. The handbook will be distributed for review again at the March meeting, after which it will be reviewed by legal counsel to ensure that it is compliant with Board By-Laws.

STAFF REPORTS

Item l.1 Coordinator's Report – T. Ezquerro

January was a busy month for Mental Health initiatives.

Student Services hosted two safeTALK sessions for DCDSB Educational Assistants - one for Elementary on Jan 22, and one for Secondary EAs on Feb 1.

On Jan 27 and 28, a Mental Health First Aid session was well-attended by educators from the Elementary panel, as well as four guests from Durham Region Police Services.

Item I.1 **Coordinator's Report-continued**

The TAMI Intermediate Summit on January 26, 2016 was a huge success. Staff and students from 8 DCDSB schools attend the event, and this provided an excellent lead-up to Bell Let's Talk Day, the following day.

On Bell Let's Talk Day, many of our staff and students joined the conversation, and helped raise the record-breaking amount of \$6,295,764.75 to support mental health initiatives.

A joint presentation by Mental Health Leaders from 3 boards (including DCDSB) was made to Durham Region Health and Social Services Committee on January 12, in response to a request for them to learn more about what school boards are doing about student mental health in general, and more specifically, in the area of suicide prevention.

Diane Mullane and Janine Bowyer spent some time with principals reviewing their Mental Health Action plans and guiding them through ways that they might consider aligning and integrating their MH Plans, Bullying Prevention Plans, and Catholic Community Culture and Caring pillars.

Behind the scenes, there have been many meetings and planning, both locally and at the Ministry level, in preparation for newcomers to our system. Shelley Phoenix and Diane Mullane have been involved with this work, and will continue to sit on a DCDSB committee that's in-the-works to represent the well-being piece.

A number of Student Services Staff presented to Educational Assistants on the January 22nd PA Day. Such topics included: Accessibility Features of the iPad and supporting communication through Proloquo2Go, Understanding Self-Regulation, and Assistive Technology Software: Word Q and Kurzweil.

On January 26th, Elementary Program Support Teachers came together to explore the document "Including Students with Special Education Needs in French as a Second Language Program". Presenters were Ana Smith and Carol Caputo, from the Teaching and Learning Department, as well as Angela Rancourt, a Program Support Teacher at St. Patrick Catholic Elementary School who works with students in the French Immersion program.

During the month of January, the Assistive Technology Team completed a manual to support Program Support Teacher on the use of eBooks, an online repository of texts to support our students with a Learning Disability in Reading. The manual is now being trialed with a number of Program Support Teachers system-wide before it goes to print.

Item I.2 Superintendent's Report- J. Bowyer

At a recent Program Support Teacher meeting, Carol Caputo and Ana Smith, FSL Consultants, reviewed the new Ministry document "Including Students with Special Education Needs in French as a Second Language Programs" with all elementary Program Support teachers.

Plans are well underway for our SEAC sponsored Parent Conference. 190 people are registered. Planning is coming along well and we have some great door prizes including Raptors tickets. The Public Health Nurse workshop on Parenting Resilient Children and Teens is the most popular so far.

The remainder of the Parents Reaching Out grant money will be used to support a second parent conference on May 25. This conference will be for parents of children with a learning disability. Students will also be welcome. More information will be forthcoming.

We are piloting a new version of our Road Trip program in which we support the transition of students who use assistive technology from elementary to secondary. This will include students with a learning disability, learning disorder and students who use technology due to fine motor issues. The pilot will take place at Msgr. Paul Dwyer CHS. It will be a one day session led by the program support teachers at Paul Dwyer and a team from the Board office, and if it is successful, it will be expanded to other schools next year.

Later this month, we will be working with our Curriculum Chairs from all secondary schools to talk about universal design for learning, differentiated assessment and learning, differentiated instruction and supporting students with learning disabilities.

February 23 – 25 is International Stand Up to Bullying Week. This year, the theme for the Stand Up to Bullying Week across the Durham Catholic District School Board is **Kindness is My Superpower** based on the belief that Kindness plays a key role in creating a positive school climate. Research clearly demonstrates that people who intentionally perform acts of kindness throughout the day are less likely to report negative emotions. They are better able to maintain their positive emotions which in turn help them develop more positive relationships. It is difficult to engage in bullying-type behaviour when you have healthy relationships with your peers. This year, all staff and students will be signing a pledge card, but we have changed it this year so that they must indicate the action they are going to take during the week to demonstrate that kindness is their superpower. The pledge card was designed by two students from St. Josephine Bakhita.

This year, we have our first Board pink shirt for National Pink Shirt Day on Wednesday, February 24. The shirt logo was based on a design by a student at St. Patrick. The students who submitted the designs for the pledge card and pink shirt will be recognized at the Board meeting on February 29.

Motion SS-2016-02-02-03

Approval of the February 2, 2016 Verbal
Coordinator and Superintendent Reports

Moved by L. McInnes seconded by V. Adamo

“THAT the Special Education Advisory Committee accept the verbal
Coordinator and Superintendent Reports at the January 5, 2016
Meeting.”

Carried

ASSOCIATION REPORTS

Resources for Exceptional Children and Youth – Durham Region – L. McInnes

- Consultation Program is busy with Enhanced Transition Planning (ETP). This process supports children transitioning to school for the first time in September 2016.
- 24 Resource Consultant's supporting an average of 5 children per caseload through the ETP.
- Currently 70 children on the waitlist who will be transitioning to school in September. These children will be supported and assigned a Consultant to complete the planning and the School Readiness Tool, if family chooses to do so.
- Attached PDF outlines how the School Readiness Tool is utilized.
- Third Party Agreements were completed for DCDSB, DDSB, KPRDSB and PVNCCDSB.

Autism Ontario – Durham Region – E. Van de Klippe

- **Micheal McCreary Video** – to raise awareness and create support for customer service professionals when they provide services or support to people with ASD: <https://vimeo.com/144769608>
- **Raise the Flag Campaign** – school registration is open – last year over 400 Ontario schools and 340 municipalities raised the flag. [For details click here](#)
- **New Office Location** – Durham Corporate Centre – 105 Consumers Drive Unit 3, Whitby, ON L1N 1C4
- **Positive Advocacy with Ed Mahony** – April 2016 – Ed Mahony is a special education resource teacher in Hamilton, Ontario. He provides workshops on topics such as positive advocacy, a one day program to provide families with practical and proven strategies to work successfully with Ontario schools to support children with special education needs

Website: www.autismontario.com/durham

Association Reports continued

VOICE for the Hearing Impaired – V. Adamo

- Voice is promoting the Durham Catholic District School Board's Sharing of Excellence 'Parents as Partners' Feb 25 event on its website
- Feb 20 – a workshop will be held for all VOICE SEAC representatives
- Dress Loud Day – May 6 – planning is underway with more information to come
- Voice Annual Conference – May 7 – University of Guelph

Kinark Child and Family Services – M. Feeheley

- Referral rates are steady with 300 people waiting for service – Kinark is addressing staffing shortages and prioritizing the most complex needs

IEWS for the Visually Impaired – J. McCaffery

- Views continues to plan for the future

Trustee Report – K. Lefort and P. Pulla

- Special Board Meeting Jan 19, 2016 – Approval of the Long Term Accommodation Plan 2016-2020
- Board Meeting Jan 25, 2016 – approval of Pupil Accommodation review process for the Township of Scugog

Learning Disabilities Association-Durham- L. Smart

- Online workshops and courses are currently being offered. Workshops are self-paced online learning environments which are not facilitated by a moderator, but LDAO is available to answer questions and concerns.

Select the links below for more information about our courses or workshops.

- [IEP 101 Online Workshop for Parents and Students](#)
- [Parent Workshop Series: Setting Up Your Child For Success](#)
- [Professionals Workshop Series: Introduction to LDs and ADHD](#)
- [Learning Styles & Self-Advocacy for Youth](#)
- [Learning Styles & Self-Advocacy for Adults](#)
- [Job-Fit Employment Preparation](#)
- [Partnering with Schools for Student Success: Effective Parent Advocacy](#)

All of the online workshops are delivered via LDAO's Online Learning Forum at www.access.learning.ldao.ca and workshops.ldao.ca

CORRESPONDENCE

INQUIRIES AND MISCELLANEOUS

none

PENDING ITEMS

none

ADJOURNMENT

The meeting adjourned at 8:55 p.m.

Motion No. SS-2016-02-02-04 Adjournment

Moved by J. McCafferty seconded by K. LeFort

“THAT the Special Education Advisory Committee meeting of
February 2, 2016 adjourn.”

Carried

CLOSING PRAYER

The closing prayer was offered by P. Pulla



Lynne Smart
Chair, Special Education Advisory
Committee



Janine Bowyer
Superintendent of Education

Recording Secretary: Cynthia Mackey



RESOURCES FOR EXCEPTIONAL CHILDREN AND YOUTH - Durham Region

865 WESTNEY ROAD SOUTH, AJAX, ON L1S 3M4 Tel: 905-427-8862 1-800-968-0066 Fax: 905-427-3107
Charitable Registration No. 12209 6407 RR0001

School Readiness Tool

How the School Readiness Tool will be utilized

The purpose of the tool is three fold:

1. Provides information on a child's abilities in relation to school readiness.
2. Provides ideas on what can be worked on to prepare a child for school.
3. Provides school personnel with a snapshot of the child's readiness for school.

Resource Consultants will complete the tool for submission to the school board by the end of March and the home school in June prior to school entry. Completion of the tool will follow these guidelines:

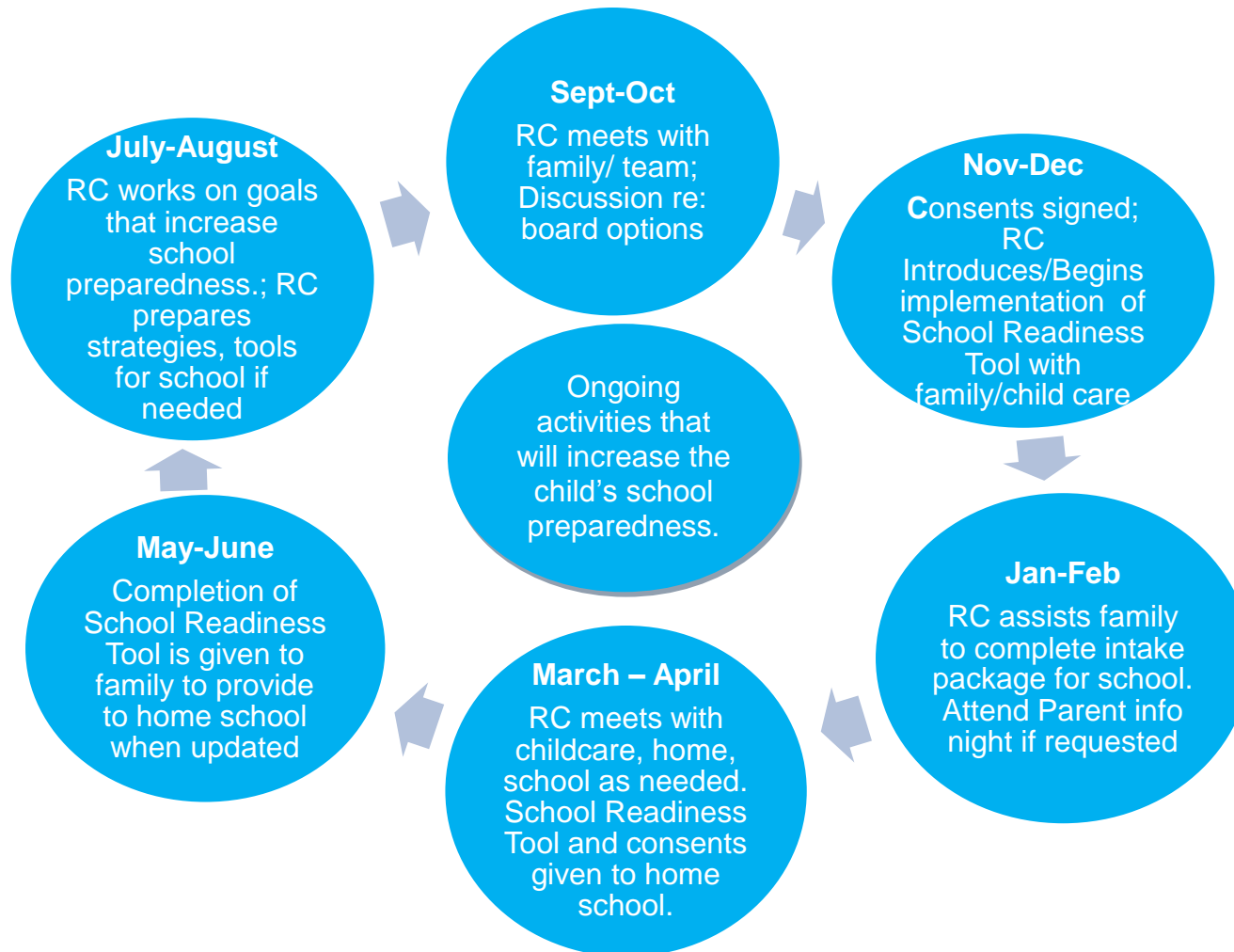
- Independent skills are those which a child can complete independently and are generalized-observed in various settings.
- Emerging skills are those that a child is beginning to demonstrate but may need support to complete or may not be generalized across environments.
- Dependent skills are those which a child requires full support to complete.
- Skills can be documented through observation or report. The preferred method of attaining information regarding a child's skill level is through observation.
- The date observed or reported is to be entered on the form with any additional notes. If information is obtained by report, the reporter is to capture who shared the information in the note section.
- If additional information is obtained on the skill levels, the information will be compiled on an updated version of the tool.
- Explanation of rating and additional comment sections are to be used to provide clarification on a child's skill level and the level of assistance he/she requires.
- For any skill that has not been observed and where the family/child care is reporting that they are uncertain of the level of assistance required, or where a child has not had the opportunity to engage in the skill, the level of assistance column will be left blank. The date and how the information is attained are to be recorded in the appropriate columns. Additional notes can be entered to provide further clarification, if needed.
- Please note, children develop at their own pace and demonstrated skills will vary. This tool is designed to provide focus during the transition to school period; it does not measure whether a child should attend school.

Legend: I = independent (skill being completed independently in multiple settings)
E = emerging (skill being completed with assistance or in a specific setting/situation)
D = dependent (skill being completed with full adult assistance)
O = observed (skill observed by Resource Consultant)
R = reported (information shared by parent or caregiver)



Enhanced Transition to School Plan - Before School Entry

Resource Consultants will provide the family with information regarding their options and modify the Transition to School Process to meet the needs of the child and the selected school



The Learning Disability Association of Ontario currently offers several online workshops and courses. Workshops are self-paced online learning environments, similar to our courses, but without direct access to a moderator. Though workshops are not facilitated, LDAO would continue to be available to participants to answer questions and concerns in a timely manner.

All of our online workshops and courses are delivered via LDAO's Online Learning Forum at www.access.learning.ldao.ca and workshops.ldao.ca

Online Workshops and Courses:

Select the links below for more information about our courses or workshops.

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