



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, March 5, 2019.**

<b>Present</b>	<b>Staff</b>	<b>With Regrets</b>	<b>Absent</b>
V. Adamo (Chair)	J. Bowyer	D. Lojet	
C. Nossier	T. Ezquerria	K. Burke	
L. McLellan (teleconference)	D. Lood	T. McGarry	
J. McCafferty	S. Phoenix		
M. Ste. Marie	D. Mullane		
H. Mendela			
C. Pegler			
M. LePage			

**S.E.A.C. Representatives**

T. Robertson, APSSP  
K. Boyer-Miller, OECTA Elementary  
P. Sorhaitz, Principal/Vice Principal Association

**CALL TO ORDER**

**Item a.1**      **Land Acknowledgment**

**Item a.2**      **Memorials and Prayer**

Superintendent Bowyer called the meeting to order at 7:32 p.m. and offered the opening prayer. She welcomed everyone to the meeting.

**APPROVAL OF AGENDA**

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

None

**Item b.2**      **Approval of Agenda**

**Motion No. SS-2019-03-05-01**      **Approval of Agenda**

Moved by J. McCafferty, seconded by V. Adamo

“THAT the Special Education Advisory Committee approve the agenda of the Tuesday, March 5, 2019 meeting.”

**Carried**

## **ANNOUNCEMENTS**

### **Item c.1**      **Trustee Membership**

Following the inaugural Board meeting on December 3, 2018, Trustee Committees were confirmed. Superintendent Bowyer announced that Trustees Morgan Ste. Marie and Jim McCafferty will serve on SEAC for the 2019 year.

### **Item c.2**      **Community Representative Member**

Chair Adamo and Superintendent Bowyer held interviews in December to fill the Community Representative vacancy following the completion of the current representative's term. Superintendent Bowyer advised that Diana Lojet was the successful applicant for the position. Unfortunately Diana was unable to attend the meeting and sent her regrets.

## **ELECTIONS FOR THE POSITION OF CHAIR OF THE SPECIAL EDUCATION ADVISORY COMMITTEE**

Superintendent Bowyer opened the floor for nominations for the position of chair of S.E.A.C. for the period March 5, 2019 to December 31, 2019.

<b><u>Nominee</u></b>	<b><u>Moved by</u></b>	<b><u>Seconded by</u></b>	<b><u>Willing to Stand?</u></b>
V. Adamo	J. McCafferty	C. Pegler	Yes

Superintendent Bowyer called three times for further nominations. Nominations were declared closed.

**Motion No. SS-2019-03-05-02**                      **Close Nominations**

Moved by J. McCafferty, seconded by C. Pegler

“THAT the Special Education Advisory Committee close nominations for the position of Chair of S.E.A.C for the period from March 5, 2019 to December 31, 2019.”

**Carried**

Superintendent Bowyer announced that Valerie Adamo, representative for VOICE for the Hearing Impaired was acclaimed to the position of Chair of S.E.A.C. Valerie Adamo assumed the position of Chair.

**ELECTIONS FOR THE POSITION OF VICE CHAIR OF THE SPECIAL EDUCATION  
ADVISORY COMMITTEE**

Chair Adamo opened the floor for nominations for the position of Vice Chair of S.E.A.C. for the period of March 5, 2019 to December 31, 2019.

<b><u>Nominee</u></b>	<b><u>Moved by</u></b>	<b><u>Seconded by</u></b>	<b><u>Willing to Stand?</u></b>
M. LePage	J. McCafferty	M. Ste. Marie	Yes

Chair Adamo then called three times for further nominations. Nominations were then closed.

Motion No. SS-2019-03-05-03                      Close Nominations

Moved by J. McCafferty, seconded by M. Ste. Marie

“THAT the Special Education Advisory Committee close nominations for the position of Vice Chair of S.E.A.C for the period from March 5, 2019 to December 31, 2019.”

Carried

Chair Adamo announced that Mitch LePage, representative for Cystic Fibrosis Canada – Durham Chapter, was acclaimed to the position of Vice Chair of S.E.A.C. Mitch accepted the position of Vice Chair.

**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 December 4, 2018**

Motion No. SS-2019-03-05-04                      Approval of Minutes

Moved by J. McCafferty, seconded by C. Nosseir

“THAT the Special Education Advisory Committee approve the Minutes of the December 4, 2018 meeting as submitted.”

Carried

**Item h.2**      **Business Arising from the Special Education Advisory Committee Meeting of December 4, 2018**

None

**Item h.3**      **Changes in Representation – Autism Ontario**

Correspondence was received on January 25, 2019 advising that Shona Casola would be the new representative of Autism Ontario on SEAC and that Christine Pegler would move the alternate position.

Motion No. SS-2019-03-05-05

Changes in Representation – Autism Ontario

Moved by J. McCafferty, seconded by C. Nosseir

“THAT the Special Education Advisory Committee approve the appointment of Shona Casola as representation for Autism Ontario and the appointment of Christine Pegler as alternate representation for Autism Ontario.”

Carried

**PRESENTATIONS**

None

**DISCUSSION ITEMS**

**Item j.1**      **Review Terms of Reference**

Superintendent Bowyer provided a brief review of the current SEAC Terms of Reference with specific focus on committee representative absences and required notice, responsibilities and the SEAC annual calendar.

**Item j.2**      **Review of Director’s Annual Report**

Superintendent Bowyer provided the SEAC Committee with copies of the Director’s Annual Report and provided a summary overview of the sections with special emphasis on Celebrating Inclusion. Members of the Committee commented that it was well put together and easy to read. Trustee McCafferty advised the Committee that the report could also be found on the Board website.

**Item j.3**      **Impact of Government Changes to Autism Services**

Superintendent Bowyer advised the Committee of government changes coming to the Ontario Autism Program on April 1, 2019 noting that the lack of information provided from the Ministry of Education, makes planning difficult. The Committee discussed whether they should write a letter to the Minister of Education expressing their concerns regarding the anticipated impact of the changes on the Durham Catholic District School Board with respect to the Ontario Autism Program. The Committee agreed to draft a letter.

Motion No. SS-2019-03-05-06

Impact of Government Changes to Autism Services

Moved by M. LePage, seconded by C. Nosseir

“THAT the Special Education Advisory Committee approve the writing of a letter to the Minister of Education regarding the changes to the Ontario Autism Program.”

Carried

**DELEGATIONS**

None

**NOTICES OF MOTIONS**

None

**UNFINISHED BUSINESS FROM PREVIOUS MEETINGS**

None

**STAFF REPORTS****Item n.1**      **Coordinator’s Report – T. Ezquerra**

On March 7<sup>th</sup>, 16 Program Support Teachers, two classroom teachers and an ESL teacher will participate in initial training for the Lexia Reading Program. Lexia produces two digital reading programs – Core5 for grade 5 and under and PowerUp for grades 6-12. Lexia provides reading development in a game-based environment that targets students’ specific reading needs. At the same time, it provides teachers with data to inform direct and explicit instruction in reading. During this pilot program, PSTs will work with five students the school team has identified as struggling readers. Additionally, Student Services will pilot the program in a grade 3 classroom and a grade 9/10 Locally Developed English class.

On March 4 and 5<sup>th</sup>, 2019 all PSTs were trained on the new electronic referral process for Student Services. eRAID, or the Electronic Referral, Assessment and Intervention Documentation system is an electronic record system that has been used by CYC’s, Social Workers, Psychological Services Staff and Speech Language Staff for the past three school years for maintaining their confidential case notes. This system will now be used by Program Support Teachers to create School Team Meeting Reports and to make referrals for Student Services. The level of access to the system is based on the staff member’s role and it is fully compliant with all applicable privacy laws.

**Item n.1      Coordinator's Report – T. Ezquerra (cont'd)**

Teresa Ezquerra, Student Services Coordinator provided a detailed overview of the Special Education AQ Courses being offered by DCDSB in partnership with UOIT. She explained the topics that each part covers and the positions associated with each level.

**Item n.2      Mental Health Report – D. Mullane****Jan/Feb report:**

In December, a package of resources from School Mental Health ASSIST was rolled out to Administrators. This package included fact sheets on various topics, as well as a **Reflection Tool** that was designed to be used by school leadership teams to reflect on core elements of mentally healthy schools to support overall school improvement planning and to monitor progress over time.

Staff professional development in January and February included a safeTALK session and an introduction to mindfulness for Elementary Educational Assistants, as well as a session on supporting students with mood and attention problems for Secondary EAs. On Feb 5, we hosted a MindUP café, with many participants leaving with a resource and a commitment to run this social-emotional learning program in their classroom. On February 7 and 8, we offered a Mental Health First Aid session for 25 educators. The Behaviour Resource Team is well into the second round of our Professional Learning Series for educators who are currently involved with BRT. These sessions focus on functional behavioural assessment and intervention, self-regulation strategies, collaborative problem solving, and the role of communication in behaviour. On January 25, Student Services hosted a "Let's Talk" conversation café at the board office. CEC staff had an opportunity to hear a brief presentation on stigma, and to participate in some activities. The official Bell Let's Talk day was on January 30. Schools were sent a resource package with activities to be used with staff and/or students. Many schools participated in raising mental health awareness on this day.

In mid-January, School Mental Health ASSIST finally received confirmation for funding for the 2018-2019 school year and have been scrambling to align their initiatives with provincial priorities. On February 12 and 13, members of our Mental Health Leadership team attended a two-day provincial meeting to learn more about alignment with provincial priorities. As part of our effort to keep the Elephant in the Room campaign alive, the Staff Wellness committee launched a contest. Schools were asked to share any initiatives that they had developed around the campaign. The winning schools were Fr. Leo J Austin and All Saints. Both were awarded with a certificate and a gift card for coffee and donuts for staff. Most recently, two elephant costumes have been purchased by the board to be shared with schools as part of our efforts to keep the campaign alive for both staff and students.

**March updates:**

Our mental health leadership team has begun work on developing our self-injury protocol to support staff and parents in knowing what to do when a student is engaging in self-injurious behaviour.

The Supporting Minds Mental Health Literacy Series (part of the optional Sharing of Excellence after-school workshops) will be running at the end of March, as well as two safeTALK sessions, open to all staff, and a MindUP Café for staff who live and work in the north. Finally, the TAMI coalition is in the process of planning a parent mental health, open to all Durham parents on May 7 at Notre Dame Catholic Secondary School.

**Item n.3 Superintendent's Report - J. Bowyer**

Superintendent Bowyer welcomed Morgan Ste. Marie and Jim McCafferty as the trustee representatives on SEAC. She also welcomed Kimberley Boyer-Miller as the OECTA Elementary Representative.

Superintendent Bowyer advised of staffing changes in the Student Services department. She noted that Corrie Plommer, Student Services Coordinator was promoted to Vice Principal and Michelle Meraw will be taking over her Family of Schools and the other coordinators will share her portfolio responsibilities. Jennifer McPhee, a long time PST at St. John XXIII retired and Jennifer Principe, PST at St. Andre was promoted to Vice Principal so the Board had to do a small shuffle of PSTs and placed two new PSTs off the roster into the system.

Superintendent Bowyer shared that in February Student Services co-hosted another in-service for PSTs and French Immersion teachers on using accommodations and modifications in a French Immersion program that will allow second language learning to be accessible to all.

Superintendent Bowyer also announced some good news. The PRO grant was approved and the Board has \$7000 to spend on parent initiatives this year. The Board is going to have to really think about how to proceed since all planning was put on hold when it was cancelled in the fall. The Board will continue to look at small group parent opportunities.

Superintendent Bowyer shared that in late February, the Ministry of Education was seeking feedback on class size and Bill 274 – hiring practices; both of which have significant impact on special education. The Board is to get some type of announcement from the Ministry of Education on March 15.

Superintendent Bowyer advised that the budget for the 2019-2020 school year should be released at the end of March. At the April SEAC meeting, Ryan Putnam, CFO, will be attending to share about the Board budget priorities and Superintendent Bowyer will share the budget and any announcement for Special Education.

Superintendent Bowyer noted that on March 21, schools will be celebrating Down Syndrome Awareness Day. On April 2, schools will be celebrating Autism Awareness Day.

Motion SS-2019-03-05-07

Approval of the March 5, 2019 Verbal Coordinator, Mental Health Leader and Superintendent Reports

Moved by C. Pegler, seconded by M. Ste. Marie

“THAT the Special Education Advisory Committee accept the verbal Coordinator, Mental Health Leader and Superintendent Reports at the March 5, 2019 Meeting.”

Carried

## **ASSOCIATION REPORTS**

### **C. Pegler – Autism Ontario - Durham**

Medication for Use for Autism Spectrum Disorder Webinar on Friday March 22 from 12:00-1:00pm. This webinar will help parents, caregivers and people on the spectrum to better understand the prevalence of psychiatric medication use in individuals with ASD.

Registration is required: <http://bit.ly/MediASD>

Facilitator Training: Children's Friendship Training (CFT) – Various dates based on location from 9:30am-4:00pm. Facilitator training covers conversational skills, how to make a good first impression, how to “play detective” to find common interests, how to join a group of kids at play, how to handle rejection, teasing and bullying, how to be a good sport and how to show respect to adults. For more details:

[http://www.autismontario.com/client/aso/ao.nsf/docs/d61c5244120814e9852580d5005ebdfa/\\$file/cft+all+bil+feb21.pdf](http://www.autismontario.com/client/aso/ao.nsf/docs/d61c5244120814e9852580d5005ebdfa/$file/cft+all+bil+feb21.pdf)

Raise the Flag campaign has begun. By raising the flag, you are uniting families, schools, communities, government in recognizing World Autism Awareness Day on April 2<sup>nd</sup>. Our campaign also features educational toolkits for educators from primary through to post-secondary school that can be accessed online. Registration closes March 12. All information including toolkits can be found at: [www.raisetheflagforautism.com](http://www.raisetheflagforautism.com)

Movie Morning at Landmark Cinemas on March 24<sup>th</sup> starting at 9am for Wonder Park.

Registration is required: <https://www.eventbrite.ca/e/autism-ontario-durham-movie-morningautism-ontario-matinee-cinema-film-a-laffiche-wonder-park-tickets-56508968847>

Purple Woods Maple Syrup Festival on Saturday March 30<sup>th</sup> from 12:00-2:00pm. Registration is required: <https://www.eventbrite.ca/e/autism-ontario-durham-purple-woods-maple-syrup-festival-festival-du-sirop-derable-tickets-56931900848>

### **C. Nosseir – Grandview Children's Centre**

Spring Into Literacy – May 4 2019 - <https://www.eventbrite.ca/e/durham-spring-into-literacy-conference-tickets-53310944470>

There are multiple OAP Parent Training workshops taking place in March with spaces left. Dates and registration info can be found on the main page calendar at [www.grandviewkids.ca](http://www.grandviewkids.ca)

Grandview Children's Centre is pleased to have partnered with Ontario Shores, who will be providing eligible Grandview PARENTS with the opportunity to access the Cognitive Behavioural Therapy Demonstration Project in two locations: Ajax and Oshawa.

In order to be eligible for Cognitive Behavioural Therapy at Grandview Children's Centre:

1. A member of your family must be receiving services from Grandview Children's Centre.
2. Individuals must reside in Ontario and be 18 years of age or older.
3. Individuals with mild to moderate anxiety and/or depression will be eligible for this project.

Contact the Service Navigation Team at 905-728-1673 x2468



**ASSOCIATION REPORTS (cont'd)****Heather Mendela – Learning Disabilities Association Durham Region**

March 28/19 at 7 PM Trent University Durham Campus Hello Highschool An Evening for Grade 8 students with Learning Disabilities and their parents as they prepare to transition to HighSchool.

April 25/19 at 7 PM Trent University Durham Campus Jeff Hockins from Sagonaska will present on LD's and Math as well as the Sagonaska Program.

**Lori McLellan – Durham Down Syndrome Association**

Please join us in celebrating World Down Syndrome Day. The celebration is on Sunday March 24, 2019 at the Abilities Centre (Theatre Room) 55 Gordon Street, Whitby from 2 p.m. to 4 p.m. Hot and cold beverages and a cake will be served. Please bring a nut-free snack to share.

Play group is taking place 9:30 to 11:30 at Embassy Church, 416 Taunton Road East in Oshawa on Saturday, March 9. The play group usually takes place the first Saturday of every month but will be moved to the second Saturday for March.

**Mitch LePage – Cystic Fibrosis Canada – Durham Chapter**

Strokes for Life Golf Tournament – Oshawa Golf and Curling Club, Thursday, June 6. For more information contact Mitch LePage at [mitchlepage56@gmail.com](mailto:mitchlepage56@gmail.com)

**Jim McCafferty – Trustees**

Bob Camozzi, Superintendent of Facilities Services will be retiring at the end of July. See Board website for the Long Term Accommodation Plan. Currently undergoing a Boundary Review for St. Christopher CS and St. Thomas Aquinas CS.

**CORRESPONDENCE**

- p.1 Correspondence from Windsor-Essex Catholic District School Board dated October 24, 2018
- p.2 Correspondence from Brant Haldimand Norfolk Catholic District School Board dated November 21, 2018
- p.3 Correspondence from Peel District School Board dated January 16, 2019
- p.4 Correspondence from PAAc to the Minister of Education dated February 19, 2019

**INQUIRIES AND MISCELLANEOUS**

None

**PENDING ITEMS**

None

**ADJOURNMENT**

The meeting adjourned at 8:56 p.m.

Motion No. SS-2019-03-05-08      Adjournment

Moved by C. Pegler, seconded by M. Ste. Marie

“THAT the Special Education Advisory Committee meeting of  
March 5, 2019 adjourn.”

Carried

**CLOSING PRAYER**

The closing prayer was offered by Chair Adamo

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Valerie Adamo  
Chair, Special Education Advisory Committee

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Janine Bowyer  
Superintendent of Education

Recording Secretary: Candice Cavalier