



**Minutes of the meeting of the Special Education Advisory Committee held in the Boardroom,
J.W. Singleton Centre, Burlington, Ontario, on September 13, 2016.**

Present:

Denise Nacev, **Chair** (Member-at-Large); Amy Collard **Vice-Chair** (Trustee Representative); Jason Bartlett, (Member-at-Large); Kim Graves (Trustee Alternate); Susan Suter (Easter Seals Ontario); Lucille Morris (Member-at-Large); Leah Reynolds (Trustee Representative); Dawn Spence (Association for Bright Children); Carla Marshall (Autism Ontario); Sherry Foster (Association for Bright Children); Richelle Papin (Trustee Alternate); Tammy Beattie (Learning Disabilities Association of Halton)

Board Liaison and Resource Personnel:

Mark Zonneveld (Superintendent); Jane Lewis (Principal of Special Education); Margaret Kew (Vice-Principal Special Education); Rebecca Bardin (SEAC Assistant)

Trustees: Anne Harvey Hope, Jeanne Gray, Joanna Oliver

Regrets: Diane Vandenbossche (Learning Disabilities Association of Halton)

Absent: Judy Shiels (Voice for Hearing Impaired Children); Keren Mack (Autism Ontario)

1. OPENING

- 1.1. Welcome and Call to Order
D. Nacev called the meeting to order at 7:03 p.m.
- 1.2. Approval of the Agenda
#51-17 L. Morris/R. Papin

“THAT the agenda be approved.”

CARRIED

2. CALL FOR NOTICES OF MOTION/REPORTS TO THE BOARD

none

3. ACTION

- 3.1 Minutes of June 7, 2016

Motion to approve the Minutes of June 7, 2016 meeting

#52-17 L. Morris/J. Bartlett

“THAT the minutes of the June 7, 2016 SEAC meeting be approved.”

CARRIED

- 3.2 Orientation Refresher

D. Nacev welcomed everyone back for the start of the 2016/2017 school year and introduced the presentation/discussion topic of Orientation to SEAC . D. Nacev gave an overview of the purpose of the presentation/discussion and highlighted the positive outcomes of SEACs contribution in 2015/2016 school year. D. Nacev also noted that SEAC was faced with many challenges this past school year.

D. Nacev and M. Zonneveld presented each slide of the Orientation Power Point and provided an overview of roles, responsibilities and asked for suggestions/ideas on how to continue to make the SEAC meetings effective, enjoyable and purposeful. New ideas and suggestions were shared as a group on how SEAC can achieve successful meetings.

R. Papin suggested that SEAC revisit the idea of meetings taking place at other HDSB locations in order to accommodate accessibility of members and public.

J. Bartlett brought forward the discussion of quorum and requested clarification surrounding quorum of SEAC. This was discussed amongst the group and determined that quorum is reached at 6+1.

Questions, suggestions and discussion ensued amongst the group pertaining to SEAC meeting protocols. M. Zonneveld suggested that SEAC continue to be cognizant of the language being used in a motion as a request or recommendation to the staff and the Board.

M. Zonneveld presented an overview of the total number of students with IEP's and exceptionalities within HDSB. Discussion ensued surrounding the profiles of students and the programs, services and plans moving forward and how to continue to serve and support these students and meet their specific needs. J. Gray questioned if the number of students with IEP's determines Special Education funding within a school board. M. Zonneveld responded that Ministry funding is not impacted by the number of students we have with IEPs.

K. Graves suggested that the information that is available on the SEAC site be available to the public. M. Zonneveld responded that all departments are welcome to suggest new content for the hdsb website and it will be reviewed and further discussed.

D. Nacev concluded the presentation and thanked the members for their discussion and contribution. D. Nacev expressed her enthusiasm in continuing the work of SEAC and engaging in a well-planned year of meetings.

M. Zonneveld thanked SEAC on behalf of all staff of HDSB for their continued time and support and expressed that the members contributions are recognized and making a difference with all students.

4. QUESTIONS FROM THE PUBLIC

None

5. SEAC DISCUSSION/QUESTION PERIOD

T. Beattie mentioned that there were 33 students on the wait list for the Learning Centre and would like to know what supports will they be given throughout the school year to compensate for this change.

M. Zonneveld responded that there are plans in place to support students who were referred to the Learning Centre. These students were not on a wait list for September and are in a regular class receiving assistance within the school. Conversations are continuing with each school to ensure that these students/staff are receiving support along with all other students that have this learning profile. A commitment has been made to individually track these students, follow up and report back to trustees on the results of those specific students.

M. Zonneveld referred to the SEAC Question/Response document and mentioned that this document has been updated and all questions have been responded to. R. Bardin will email SEAC the link to the updated document.

C. Marshall has heard from many parents who are concerned that there have been cuts to EA's within classrooms. Parents would like to know how EA's are being allocated.

M. Zonneveld responded that the outcome of the EA allocation review will be coming this fall. Budget allocation for EA's is the same this year as prior years. The system allocates a high percentage of EA's in late Spring – this is based on the needs known at that time. Every September there is an adjustment period needed to determine the change in needs. Needs can look very different by the end of September due to routines, growth/development, staff changes etc. therefore the EA allocation is reviewed in September.

C. Marshall would like to know how Autism Ontario can guide and direct the parents that are contacting them with these concerns? M. Zonneveld encourages parents to continue to communicate and collaborate with the school. Should the schools require assistance, they can contact the supports that are available to them at the board.

6.0 COMMUNICATION TO SEAC AND CURRENT SUCCESSES

6.1 Superintendent's Report

SEAC Meeting - Sept 13, 2016 - Superintendent's Report

1. Self-Contained Classes Admin Procedure (attached) – This admin procedure has been drafted to clarify that self-contained classes are not subject to school boundary reviews, and that Student Services maintains oversight for opening, relocation and closure. Feedback from SEAC is welcome.
 - A. Collard requested an agenda item to review the admin procedure at the next SEAC meeting. M. Zonneveld will confirm the timing of the Board meeting that this will be brought forward.
2. Board Planning and Preparation Schedule Admin Procedure – This admin procedure has been drafted to help coordinate the timing of reports and decisions at the board table over the course of each year. SEAC should note the proposed dates for the Special Education Plan and provide feedback. (October 5th Board meeting)
 - S. Foster requested that this item be on a future SEAC agenda. Would like to discuss how SEAC present the needs of students in a more comprehensive way.
 - A. Collard responded that the limitation on time is that delegations are limited to 5 minutes by bylaws – presentations receive 10 minutes. Input provided by SEAC at budget workshops offered considerable value.
 - A. Collard mentioned that she would like to see the presentation to the Board from SEAC come sooner.
 - K. Graves suggested that SEAC prepare a comprehensive written recommendation and report that goes to the board.
3. Special Education Review update – We are in the final process of contracting two consultants to conduct this review. The scope and areas of focus will be determined by a Steering Committee which will include, but is not limited to, Student Services staff, school administrators, a trustee, and a SEAC member. The review may include an analysis of information and data, a literature review, interviews with stakeholders, and comparisons of services and practices with other boards. A final report is anticipated late January/early February.
4. Reviews update – EA Allocation Review summary and recommendations will be coming to SEAC this fall. Supervision of Students with Safety Risks Review will continue this fall, with more details to follow. Gifted Screening and Assessment Review conclusion may be included in Special Education Review.
5. Ontario Autism Program – The Board has received approximately \$200 000 in additional funding for the next two years. We have not received the details of how these funds may be spent, but are certain that some funds can be used to hire additional staff. We are in the process of hiring another ABA Facilitator who will provide additional support for the Connections Process and also be an additional resource supporting students and staff in schools.
6. New Board Website - Our board website has been completely redesigned, with the launch occurring at the beginning of September. One of the new features is that it is accessible to individuals who have a visual impairment and use an online reader. All of our documents are being re-formatted to make them accessible, and this will occur over time as it is quite an extensive process. For an example of the changes see the differences between the two Admin Procedures included in this report. (Board Planning in old format, Self-Contained Classes in accessible format)

6.2 Association Reports

LDAH – T. Beattie

- Submitted an application for a new PRO Grant and are pleased to announce we received \$8500 to run our free lecture series and parent tool kit workshops across Halton.
- Fall schedule for Remedial Instruction using OG Methodology is filling up and starting this week.
- Keyboarding classes are also getting under way.

- Solutions for Learning Conference plans are in the works for this spring. We will be at the Holiday Inn again this year on Thursday, March 23, 2017. Mark your calendars and stay tuned for updates as they materialize.
- Reading Rocks planning is also under way - this fall will be our third session of the first year of our OTF Grant. It is a three year grant. If you know of any Primary students with average learning potential who are struggling with learning to read and their parents are not financially able to provide expensive tutoring, please have them contact Katie Jacobs at LDAH 905-333-1977 to ask about our Reading Rocks program.
- Tammy, Diane and Katie had a very positive, productive meeting with Director Miller in August. We thank him again for his time and we look forward to working with and supporting staff as plans for building capacity to meet the diverse needs of students with Learning Disabilities are rolled out.

6.3 Trustee Reports

- Collard - first Board meeting of the school year took place last week
- Joseph Brant Hospital facilitating the largest human formation of the letter "J" – check it out on the "[Join the J.ca](#)"
- Training took place on the PA day which covered topics such as Human Resources, suspensions/expulsions
- K. Graves – recent article published in the Toronto Star that addressed concerns surrounding Special Education Support
- R. Paping – Accessibility Coordinating Committee is meeting September 15th – looking for SEAC Representation

6.4 Committees Participation Review

- D. Vandenbossche – Equity and Inclusive Education Advisory Steering Committee
- PIC – Tammy/Denise – looking for a replacement
- Accessibility Committee – need representation. Please email D. Nacev with interest.

7.0 NEXT AGENDA/ORDER PAPER

Mental Health Strategy – what specific details is SEAC looking for

- What resources are currently in place and how can we best support families

9.0 #53-17 S. Foster/J. Bartlett

"THAT the meeting be adjourned."

CARRIED

The meeting adjourned at 9:34 pm