



**SPECIAL EDUCATION ADVISORY COMMITTEE**

**Tuesday, December 11, 2018 – 9:30 a.m. – St. John’s College – Culinary Arts Classroom**

- Present:** Susan Battin, Jennifer Chapman, Christine Dragojlovich, Lauren Freeborn, Carmen McDermid, Patti Mitchell, Michelle Shypula, Nil Woodcroft
- Guest:** Debbie Dignan – Itinerant Special Education Resource Teacher (SERT) and students from St. John’s College Job Skills Program, Michael McDonald – Superintendent of Education, Kevin O’Sullivan - Department Head for Special Education, Jennifer Svec-Boluk – Culinary Arts Teacher
- Regrets:** Bonnie McKinnon (Trustee), Jill Esposto, Debbie Fullerton, Tracey Taylor, Teresa Westergaard-Hager
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**1. Opening Prayer**

St John’s College Job Skills Students led the group in an opening prayer that they composed together in their Religion class.

**2. Welcome and Opening Comments**

Superintendent Shypula welcomed the group and a round of introductions ensued for the benefit of Mike McDonald, Superintendent of Education for the Board. Greg Picone, Principal for St. John’s College greeted members and thanked them for joining students and holding the meeting at their school.

**3. Presentation**

**3.1 Christmas Breakfast and Job Skills Classroom Tour**

Debbie Dignan (*Itinerant SERT*), Kevin O’Sullivan (*Department Head for Special Education at SJC*), Jennifer Svec-Boluk (*Culinary Arts Teacher*) and students in the Job Skills Program prepared and hosted the SEAC with a Christmas Breakfast. Students worked together to pour coffee and juice and serve the meal then members were joined by the students who assisted in the creation of the food that was provided. Members proceeded for a tour of the students’ Job Skills classroom where they were able to observe first-hand the work of students in the special education department (see Appendix A).

**4. Approval of Agenda**

Moved by: Lauren Freeborn

Seconded by: Susan Battin

THAT the SEAC Committee approves the agenda of the December 11, 2018 meeting.

**Carried**

**5. Approval of Minutes – November 20, 2018**

Moved by: Christine Dragojlovich

Seconded by: Lauren Freeborn

THAT the SEAC Committee approves the minutes of the November 20, 2018 meeting.

**Carried**



**6. Correspondence**

**6.1 Letter from the Brant Haldimand Norfolk Catholic District School Board SEAC**

Superintendent Shypula provided an overview of the Letter that the Brant Haldimand Norfolk Catholic District School Board SEAC created addressed to Honorable Lisa M. Thompson – Minister of Education (see Appendix B). The letter was in support of Grand Erie District School's amendment of Bill 44 relating to pupils who have Fetal Alcohol Syndrome Disorder (FASD) and sent out to all Chairs of Ontario Special Education Advisory Committees in November.

Superintendent Shypula shared a card of thanks received from Bonnie McKinnon for her gift received from SEAC, which expressed her gratitude to members for their continued contributions.

**7. Community Agency Updates**

***Nil Woodcroft – Manager of Early Childhood Intervention Programs, Haldimand-Norfolk REACH***

The Ministry of Children, Community and Social Services recently released updated Infant and Child Development Program Guidelines. There will be a shift in program delivery as a result of these guidelines. The agency currently provides services to children up until their sixth birthday. Under the new guidelines, they will be shifting to service up until school entry to Junior Kindergarten (JK). If the child does not enter school until grade one the agency will provide services up until the child's sixth birthday. For current participants, the agency will continue to provide service until their sixth birthday. Full implementation of these guidelines will be March 2020. Nil updated that the agency is looking forward to setting up meeting dates and beginning the process of transitioning children to schools and working collaboratively with the Board.

***Christine Dragojlovich – Clinical Manager, Woodview Mental Health & Autism Services***

Christine shared that Woodview Mental Health & Autism Services will be holding their annual Family Christmas Party at Assumption College School next Tuesday, December 18. There is currently over 400 registrants and the festivities will include a visit from Santa Claus. The agency will be providing respite services over the Christmas break, including a respite camp for 10 to 15 children a day who have complex and/or intensive needs until their return to school in January.

***Susan Battin – Senior Therapist, Lansdowne Children's Centre***

Susan updated that Lansdowne Children's Centre has collaborated with the McMaster Children's Hospital Department of Pediatrics to offer a Complex Care Clinic offering a local clinic for children with complex medical issues. The medical team includes Lansdowne Medical Director, Dr. Benjamin Klein, as well as local pediatrician Dr. Daisy Liu, an advanced practice nurse and a respiratory therapist, as well as supporting Lansdowne clinicians. The goal of this clinic is to provide comprehensive and family-centred care to children with medical complexity and technology dependency for children who reside in the Brantford region and ease some of the burdens of travel. Referrals will be accepted from local pediatricians and physicians.



Lansdowne Children's Centre held its annual Christmas party the first weekend in December for their clients and families. There were approximately 900 persons registered and included a visit from Santa. Susan updated that the agency would be holding their 10<sup>th</sup> annual Christmas Concert for Autism on Thursday, December 13 as well.

Further to Nil's update, Susan added that they would be using a new family-friendly report; "The Six "F" words" adapted from *CanChild*, which will be used with families in the transitioning of children to schools. Susan will provide a copy of the report at the next SEAC meeting in January.

***Jennifer Chapman – Child Welfare Supervisor, Haldimand-Norfolk Children's Aid Society***

Jennifer shared that Haldimand-Norfolk Children's Aid Society will be holding their Youth Christmas dinner on Thursday, December 13. Employees will host the dinner and the agency is accepting donations for families. Jennifer updated that the new Education Liaison, Shannon Korber is now working with both school boards on the Joint Protocol for Student Achievement (JPSA).

**8. Reports**

**8.1 Student Achievement Leader: Special Education**

Carmen updated that on Wednesday, November 28 approximately 23 new teachers participated in the New Teacher Induction Program (NTIP) with our Board and received training focused on Special Education. Autism Spectrum Disorder (ASD), Self-Regulation, Safety Plans, Individual Education Plans (IEPs) and key Ministry and Board documents are examples of some of the topics covered. On Friday, November 30 a second NTIP group, including nine new French teachers, also participated in a day of training. Teachers participated in an interactive model on "Helping Educators Defuse Difficult Conversations" from Crisis Prevention Institute (CPI), which is in line with training and methods used by Non-Violent Crisis Intervention (NVC).

Carmen shared that the Board recently implemented Tienet (now called PowerSchool Special Education) to assist with the creation, sharing and tracking of IEPs. On Thursday, December 6 and Friday, December 7, all elementary SERTs and Secondary Special Education Department Heads completed training on how to create an IEP and how to complete all the necessary paperwork for an Identification, Placement and Review Committee (IPRC). Secondary staff will receive further training in the new year.

**8.2 Superintendent of Education**

The Special Education Department conducts annual audits on Individual Education Plans (IEPs) across the District. Currently, school-based Special Education Resource Teachers (SERTs) and their respective schools are notified regarding the general scope and approach of the IEP audit. For example, most recently, the 2017-18 audit focused on IEPs for students in Grades 3 and 6 (excluding IEPs for autism and giftedness). This was part of a Board initiative to ensure that IEPs include important information and supports necessary for individual students writing the Education Quality and Accountability Office (EQAO) assessment in these grades. The audit also identified areas of strengths and where improvements could be made to these cohorts IEPs. These audit results were then discussed.

Moving forward, the Board will be formalizing an IEP audit plan/procedure, which will clearly describe the scope, nature, timing, communication and extent of the work being performed in



the annual audit. This guiding document will then serve as a consistent starting point when planning an audit for each specific year.

Superintendent Shypula shared that the Board is scheduled and looking forward to meeting with Shannon Korber, the new Education Liaison for the Joint Protocol for Student Achievement (JPSA). Dianne Wdowczyk – Mental Health Lead and Susie Picanco – Vice-Principal, St John's College, will be meeting with Shannon to discuss her role and foundational components. The Board is looking forward to the partnership.

## **9. Closing Remarks/ Adjournment**

The meeting adjourned at 11:15 am and Superintendent Shypula thanked members for their contributions to the meeting.