

LAMBTON-KENT DISTRICT SCHOOL BOARD

SPECIAL EDUCATION ADVISORY COMMITTEE MEETING

~ Thursday, October 18, 2018 @ 6:00 p.m. at Wallaceburg District Secondary School ~

Present:	Rose Gallaway - St. Clair Child and Youth Services (Chair) Jack Fletcher – Trustee (Vice-Chair) Elizabeth Hudie – Board Chair Chris King – Community Living, Sarnia-Lambton Sandra Pidduck, Epilepsy Southwestern Ontario Dawn Cartier – Learning Disabilities Association of Chatham-Kent	
Regrets:	Jean McIntyre – Member “at large” Janet Vanderwerf – VIEWS for Children Who Are Blind or Have Low Vision Steve Stokley – Community Living, Chatham-Kent Sherry Nelson, Autism Ontario - Chatham-Kent and Sarnia Lambton Chapters Jayson Campeau, Lambton-Kent Secondary Administrators’ Association Angie Barrese, Superintendent of Education	
Resource Staff:	Sandra Perkins, System Coordinator of Special Education Sheila Richardson, Special Education Coordinator Lori Gall, Recording Secretary	
Guest(s):	Lis Hoskins, Attendance Officer – Lambton Kent District School Board	
Agenda Item	Details/Discussion	Action Items
Call to Order and Approval of Agenda	<ul style="list-style-type: none"> Rose called the meeting to order Rose shared the regrets for this evening’s meeting Lori informed the members that Kayla Murphy resigned her position on Community Living’s Board of Directors, thereby ending her membership on SEAC; as well, Lori informed the members that Lambton County Development Services asked that, for now, their seat at the table be relinquished 	
	<ul style="list-style-type: none"> While it was acknowledged that there wasn’t a quorum of Committee members, the Chair decided to allow the meeting to proceed and the presentations to be made, however, it was noted that only non-binding discussions could take place 	
	<ul style="list-style-type: none"> Rose reported that Jean McIntyre will be absent for September, October and November’s meetings; due to the lack of quorum a Motion relative to Section 8 of the Regulation for the Special Education Advisory Committee, allowing Jean to remain on the Committee, will be deferred to November’s meeting 	<ul style="list-style-type: none"> Lori
	<ul style="list-style-type: none"> Chris asked what quorum for SEAC is?; <i>(during the meeting some research was done and before the meeting was concluded the members were informed that quorum is 50% of the Committee which -- relative to the number of individuals appointed for the current 4-year term -- would make quorum 6 members)</i> 	
Traditional Territorial Acknowledgement	<ul style="list-style-type: none"> Rose recited the Traditional Territorial Acknowledgment 	
Approval of Minutes of September 20, 2018	<ul style="list-style-type: none"> Due to a lack of quorum a Motion to approve the September 20, 2018 Minutes will be deferred to the November meeting 	<ul style="list-style-type: none"> Lori
Business Arising from Minutes	<ul style="list-style-type: none"> There was no business arising from the Minutes of September 20, 2018 	
Presentation: <i>Pre-school Intake Success Stories/ High School Transition Success Story</i>	<ul style="list-style-type: none"> Sheila spoke briefly about the Intake Process, noting that the Board’s support teams work to ensure appropriate resources are in place for each student; she noted that two parents and two Principals were in attendance this evening to discuss their Pre-School Intake experience A parent spoke about the experience she and her family had when her son, who has special needs, entered school She spoke about the invitations she received from the school board for scheduling of intake meetings; she said that the meetings help parents realize that they aren’t alone and there are lots of people willing to help; she said a picture booklet was provided by Victor Lauriston so they could review it with their son over the summer months to help make his transition to school less stressful 	

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Presentation: <i>Pre-school Intake Success Stories/ High School Transition Success Story (continued)</i>	<ul style="list-style-type: none"> • Heather VanderPol, Principal at Victor Lauriston, said the communication between teachers, support teams and the home is essential to the overall success of the pre-school intake process • Another parent spoke about their family’s experience and said it was similar to the first parent/speaker’s experience, with the exception of her daughter not having a diagnosis until <i>after</i> she began school, which necessitated some changes to supports that needed to be put into place after school began • The parent noted the importance of focusing on the child’s strengths, rather than simply focusing on areas that require supports • Jennifer Goodall, Principal of A.A. Wright, said a ‘Meet the Teacher’ night is helpful to families as they prepare their child(ren) for school • Chris King asked if there was anything that could be done to help alleviate a parent’s stress during the initial meetings with professionals?; neither parent could think of anything that needed to be done differently • Chris also asked if parents feel that schools and community agencies work well together to support the child’s need?; both the parents and the Principals said that there are excellent working relationships that even include allowing staff from agencies to visit the student at school to provide support as needed; the parents did say that, when agency staff changes take place, it’s a bit stressful because they feel like they’re losing their child’s advocate • Rose thanked the Principals and the parents for sharing their stories • Sheila said school intake is a team effort and a year-long process that sees agencies wrap transitional support around a special needs student when the child is going to ‘age-out’ for eligibility for service delivery • Since there was no-one in attendance for a <i>High-School Transition</i> presentation, Dawn asked if there would be a presentation made at a later date?; Chris Moore informed SEAC that elementary Guidance Teachers will be having discussions about ‘pathways’ with students beginning in Grade 7 as a beginning to the transition process 	
Presentation: <i>ELL Student Experiences at LKDSB Schools, in Their Own Words</i>	<ul style="list-style-type: none"> • Laurie Brownlee, Elementary ELL Teacher, was in attendance with Tawny McCormick, Secondary ELL Teacher; Kirsten Ramsay, Administrator - International Education Program; Nora Yan, the International Education Program’s Student Life Coordinator and 10 international education students from various countries including: Italy, Belgium, China, and Syria who are attending CKSS, WDSS or JMSS • The students were placed into small groups, with members of SEAC, so they could discuss details regarding their experiences in coming to Canada to learn English; common themes included difficulty understanding slang terms and cultural norms; all the students said, despite feeling somewhat overwhelmed and isolated when they first came to Canada, their peers were very welcoming and, now, they enjoy attending school in Canada; some students plan to remain in the country for their post-secondary education as well • The discussion was informative for the members of SEAC and participants were thanked for the time they took to explain what it’s like for them as an ELL student 	
Presentation: <i>Steps to Success/ Guiding Questions/ Purpose of School- Based Team Meetings</i>	<ul style="list-style-type: none"> • Sandra Perkins said that the Spec. Ed. Team has been working to streamline documents that needed to be updated/tweaked and rolled back out; she referenced the three documents provided in the Agenda Package, and explained how they’re tied to one another • Relative to the <i>Guiding Questions</i> document, Sandra Pidduck asked where a student who has epilepsy fits under supports?; Sandra Perkins said that information about teams in the documents provided is Board-based, so when there isn’t in-house expertise, external agencies are contacted to provide support • Lis asked about support for ELL students?; Sandra Perkins said ELL falls under the Program Department but explained that, if ELL students have special needs, they would be supported in the same ways as other students 	

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Presentation: <i>Steps to Success/ Guiding Questions/ Purpose of School- Based Team Meetings</i> (continued)	<ul style="list-style-type: none"> Relative to School-Based Team Meetings (SBTM), Dawn asked if parents are aware that they're attending a 'SBT meeting'?; Sandra Perkins said that they are typically told they're being invited to a meeting to discuss the student's needs Chris King said he appreciated the chance to hear directly from the parents and specifically spoke to the Trustees to say that he knows the Board is very good at supporting special needs students, so he hopes there aren't funding cuts that would negatively impact everything that's been put into place He spoke about the anxious feeling parents sometimes get when attending in-school meetings; Sandra Perkins said that Chris Moore's role is to help people pull together as a team to keep the child's needs at the forefront; Chris Moore said, if necessary, they may try to reduce anxiety by meeting at the family's home prior to a meeting at the school Relative to a student "aging-out" for program eligibility, Chris Moore said when supports are discontinued by an outside agency, the Multi-Disciplinary Team's job is to find ways of ensuring the student gets the supports needed He also said their Team has noticed different ways of doing things at different schools, so they are establishing best practices to be shared across the Board 	
Special Education Info. (2018 – 2019)	<u>Special Education Department Responsibilities</u> <ul style="list-style-type: none"> Sandra Perkins highlighted the changes to this year's responsibilities noting that Chris Moore's role is a new addition; otherwise, nothing else changed, including the teams that the Coordinators oversee <u>Special Education Coordinator's Schools</u> <ul style="list-style-type: none"> Sandra noted that the Coordinator's schools responsibilities didn't change 	
Memo to SEAC re: 2017-2018 Special Equipment Amount (SEA) Claims	<ul style="list-style-type: none"> Sandra Perkins reviewed the memo summarizing the 2017-2018 SEA Claims; Dawn asked what types of equipment is purchased?; Sandra Perkins said it's mostly technology such as iPads and Chrome books, but she said the Board also purchases braille machines, hearing equipment, wheelchairs, change tables, etc. Chris King asked if there is a cost to parents for assessments by a qualified professional?; Sandra said if it's internal, there would be no cost to the parent; as well, services provided by agencies such as Pathways and the ESC LHIN are funded by the government so there's no cost to the parent She added that if an external agency is involved there <i>may</i> be a fee; Chris King said he wouldn't want the cost to be a barrier; Sandra said the Board's staff tries to find ways to assist families needing financial support and cited possible funding sources, including Noelle's Gift Chris King asked if equipment can be recycled?; Sandra Perkins said the Board redeploys items whenever possible; Sheila pulled up a folder on her computer that has a visual inventory and spoke about how easy it is to use Chris King asked if parents are able to utilize equipment during the summer?; Sandra said that often, during the summer, equipment is serviced; Chris Moore said if parents want to take equipment home, likely the Principal would allow it; however, he said that certain insurance documents would need to be completed Chris Moore informed SEAC that Snoezelen Rooms in our schools can be used by students from other schools that don't have that sort of space Jack asked how the SEA amount compares to last year's figure?; Sandra provided details on the total spent in 2016-2017 and noted that the total spent reduced a bit in 2017-2018 	
Summary of SEAC's 2018-2019 Priority- Setting Exercise	<ul style="list-style-type: none"> Rose drew the member's attention to the Summary that has been drawn up subsequent to the priority-setting session and reminded the members that, in addition to the presentations that are planned, they can always ask for a topic to be added to the agenda In March 2019 there will be an opportunity for members to make a brief 10 – 15 minute presentation about their association's work; Epilepsy SWO is list to present, if other organizations want to present too, please let Lori know 	<ul style="list-style-type: none"> All

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Correspondence	<p>Letter to the MoE from the Peterborough Victoria Northumberland and Clarington Catholic District School Board re: funding</p> <ul style="list-style-type: none"> • The members discussed the fact that funding based on enrolment isn't appropriate (in times of declining enrolment) when, at the same time, special needs are increasing; as well, the members spoke about the fact that the forecast and the realities are sometimes different • Because there was not quorum, Jack noted that the Committee couldn't act on this correspondence tonight, but suggested they might want to reconsider this matter at a future meeting 	<ul style="list-style-type: none"> • All
Association Reports, Other Business and Sharing of Best Practices	<ul style="list-style-type: none"> • Sheila said that they're already starting to look at next year's Preschool Intake; she noted that today they provided another 'New to Resource' training session • Sandra Pidduck said they've emailed Principals about the programs and services they provide, and she noted that she's visited schools to provide information • Chris King said their Annual General Meeting is coming up on November 8th; he informed the members that this summer they had 67 job placements, and that there were 24 high school students hired to support the program participants • Sandra Perkins said the Board received funding to start up an Options Program in the Sarnia Lambton area and will be working to get that up and running soon • Dawn said they've had some staff turnover so, while they have started their tutoring program, it has been pared back because of the reduction in staff and this has resulted in a waitlist; the numbers for their Social Skills program are low but that's common so early in the year and she expects participation to increase • Board Chair Hudie said the Board is focusing on the K – 12 school in forecast, and SHE noted the Accommodation Review process is still on hold • She informed the members that she opted not to run in this Municipal Election and therefore will conclude her time on the School Board and, as a result, this will be her last SEAC Meeting; Rose thanked her for her many years of dedication and service to the Board's students 	
Questions from the Public	<ul style="list-style-type: none"> • There were no questions from the public 	
Future Agenda Items	<ul style="list-style-type: none"> • There were no future agenda items suggested 	
Next Meeting	<ul style="list-style-type: none"> • Rose reminded everyone that next month's meeting (November 15, 2018 at 6:00 p.m.) will be a road-trip, with a tour of several ALLP classrooms in the south; members are to meet at Tecumseh Public School, 287 McNaughton Avenue West, Chatham • Chris King asked that a map be provided; Lori said that she would provide a map and directions 	<ul style="list-style-type: none"> • All • Lori
Adjournment	<ul style="list-style-type: none"> • The meeting was adjourned at 8:45 p.m. 	