

LAMBTON-KENT DISTRICT SCHOOL BOARD
SPECIAL EDUCATION ADVISORY COMMITTEE MEETING
~ Thursday, April 30, 2020 @ 6:00 p.m. via Teleconference ~

Present:	Rose Gallaway - St. Clair Child and Youth Services (Chair) Janet Barnes – Trustee (Vice-Chair) Melani Rich – Autism Ontario, Chatham-Kent and Sarnia Lambton Chapters Steve Stokley – Community Living, Chatham-Kent Norma Hills for Chris King – Community Living, Sarnia-Lambton Wendy Smith – Community Living, Wallaceburg Julia MacKellar – Learning Disabilities Association of Chatham-Kent Jean MacIntyre – “Member At Large”	
Regrets:	Sandra Pidduck, Epilepsy Southwestern Ontario Derek Robertson – Trustee Vicki Ware – First Nations Representative	
Resource Staff:	Angie Barrese, Superintendent of Education Sandra Perkins, System Coordinator of Special Education Chris Moore, System Coordinator - Multidisciplinary Team Marty Passmore, Lambton-Kent Secondary Administrators’ Association Elizabeth Townsend, Lambton-Kent Elementary Administrators’ Association Lori Gall, Recording Secretary	
Guest:	Kim Laird, Special Education Department Secretary	
Agenda Item	Details/Discussion	Action Items
Call to Order and Approval of Agenda	<ul style="list-style-type: none"> • Rose Gallaway called the meeting to order • Before moving into the Agenda, Superintendent Barrese read the following: <ul style="list-style-type: none"> • By order of the Ontario Minister of Education, all public schools are closed from March 14th through to May 1st in response to the emergence of COVID-19. This includes the Education Centres. The Ministry of Education and the Government of Ontario has introduced new legislation allowing for Board Meetings to occur electronically. Regulation 463/97 was amended by Regulation 42/20 and removes the requirement for any persons to be physically present at electronic meetings if all schools have been closed by the Minister, the Medical Officer of Health or Cabinet. • Julia MacKellar Moved, Steve Stokley Seconded “<i>That the Agenda be approved</i>”; All in favour 	
Traditional Territorial Acknowledgement	<ul style="list-style-type: none"> • Trustee Barnes recited the Traditional Territorial Acknowledgment 	
Approval of Minutes of February 20, 2020	<ul style="list-style-type: none"> • Trustee Barnes Moved, Wendy Smith Seconded “<i>That the Minutes of February 20, 2020 be approved.</i>”; All in favour 	<ul style="list-style-type: none"> • Lori
Business Arising	<ul style="list-style-type: none"> • There was no business arising from the Minutes of February 20, 2020 	
How Special Education Students Are Being Supported During School Closings	<ul style="list-style-type: none"> • Superintendent Barrese, along with Sandra Perkins and Chris Moore, took turns speaking about the numerous ways both elementary and secondary staff, along with the Board’s Itinerant Teams (i.e. Vision, Hearing, etc.) are working to support students • Superintendent Barrese stated that, because of COVID-19, the entire education system had to be moved to be delivered online through virtual platforms and this involved quite a steep learning curve for staff, students and families • Resource Teachers, EAs, and Special Education Coordinators, along with other Spec. Ed. Team members, quickly found ways to replicate/replace the many supports normally delivered within a physical classroom setting • Our Board has been able to offer free Lexia reading/learning supports to <i>all</i> students and there have been many students opting to use this excellent resource • SEA equipment has been distributed to students as needed; this has included laptops, iPads, sensory equipment, specialized chairs, walkers, and more, in order to remove roadblocks to success and allow this transition to online/virtual learning to go more smoothly 	

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<p>How Special Education Students Are Being Supported During School Closings (continued)</p>	<ul style="list-style-type: none"> • Special Education’s Itinerant Teams are busy supporting classroom teachers and educational support workers as they continue to teach their students • Chris Moore said the Social Workers have continued to connect with both students and parents by utilizing phone check-ins, and they hope to launch ‘Google Meet’ in the coming days, for improved connectivity • Chris said the Social Workers and other Itinerant Teams members have found out that it’s no longer a day job because students’ hours are different because they may sleep longer, or have altered days because they’re working outside the home to help make ends meet • He said the Social Workers continue to conduct Wellness Checks and make housing referrals; they have also created numerous videos on topics such as deep belly breathing and other activities that help to support overall mental health • Chris said the Multidisciplinary Team is busy providing virtual supports for those who will be transitioning from Grade 8 to 9 to ensure a connection with next year’s Teachers by providing maps of schools, etc. • Sandra Perkins said the Special Education Coordinators held Team Meetings during the first 2 weeks of the school closure/pause and so, when the extension was announced, they were ready to roll • It was noted that a Twitter site has been launched and Itinerant Teams have established and promoted ‘office hours’ they’re available to support educators • The Hearing and Vision Teams have been holding meetings, and Classroom Teachers are joining in on those meetings to gather information and to receive support and resources • Sandra said that all the specialized classrooms are up and running, through platforms such as Google Meet, See Saw, etc. • Superintendent Barrese noted that collaboration across the Province has allowed for the development of best practices and cited the excellent sharing between our Board and the Windsor-Essex and Hamilton-Wentworth School Boards • Elizabeth Townsend said that she appreciates the support elementary schools received from the Itinerant Teams and Senior Administration; the effort in getting the laptops and SEA equipment out, and quickly transitioning to online learning has been a positive experience • Marty Passmore said that secondary teachers and administrators are doing a remarkable job of breaking down barriers to engage in learning (for both staff and students); he echoed Elizabeth’s comments regarding the delivery of equipment • Norma Hills asked about the participation rate for students when it comes to virtual learning?; Superintendent Barrese said there has been a very high participation rate; she said the majority of students were connected to a teacher through Phase 1 and all staff (including Classroom Teachers, Itinerant Teams, Social Workers and Psychoeducational Clinicians) are working hard to try and get to 100% participation • Julia MacKellar asked if families are reporting that they don’t have equipment and/or internet access?; Superintendent Barrese said the first ‘Thought Exchange’ was the catalyst for the delivery of equipment, and said that Phase 2 will allow for more and/or better equipment to be distributed to those who require additional/better support (i.e. those who have a personal device at home that just isn’t sufficient) • Julia asked how many families are impacted by a lack of access to Internet; Superintendent Barrese said about 100 families reported that they don’t have Internet, but a special device (which has Internet capabilities built right into the device) is being supplied to those students by the Board • Superintendent Barrese said that, provincially, there is a large waitlist for equipment, but our Board was proactive, having already purchased 200 iPads with Internet capability 	

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How Special Education Students Are Being Supported During School Closings (continued)	<ul style="list-style-type: none"> • Julia asked if Teachers are providing material in acceptable formats; Superintendent Barrese said that Google Read & Write is available to students that need material to be read for them, etc., and stated that if additional support is needed, training can be provided • Julia asked if IEPs are being modified; Superintendent Barrese said most IEPs were already updated before March Break but, if not, IEPs can be updated at any time in order to ensure the student is being properly supported • Julia asked if students can access their Classroom Teacher and EA; Angie said D2L, Google Classroom platform, and more, are being used so Teachers can support their students; as well, schools are offering additional support through the Resource Teacher • Julia asked if Summer School will be offered, if schools do re-open in May; Superintendent Barrese said that most of our Board’s traditional summer-school programming is done online and will be available, but non-credit courses will not be offered • Melani Rich asked if Pre-School Intake will continue; Sandra Perkins said that a secure platform is available to conduct meetings virtually to allow for introductions and data-sharing; as well, virtual tours of schools will be offered; and, plans are being made for how to introduce the student to the physical school/classroom space when schools are allowed to re-open 													
5-Year Overview of Exceptional Pupil Numbers, By Exceptionality	<ul style="list-style-type: none"> • Superintendent Barrese reported that our numbers remain relatively consistent, taking into consideration the declining enrollment • It was also noted that the Lambton Kent District School Board has more special education students than some other Boards 													
Draft 2020-2021 SEAC Meeting Dates/Times	<ul style="list-style-type: none"> • In referencing the draft schedule that had been prepared, Chair Rose Gallaway said the proposed schedule is consistent with what’s happened in the past • Trustee Barnes asked if the December Meeting could be moved <i>from</i> the 17th to 10th; no-one objected, so Lori will change that, and the December SEAC Meeting will be held on the 10th 	<ul style="list-style-type: none"> • Lori 												
Special Education Plan Items to Be Reviewed in April	<ul style="list-style-type: none"> • Sandra Perkins outlined changes made to the various Sections/Appendices of the Special Education Plan in April, as follows: <table border="1" data-bbox="391 1163 1344 1908"> <tr> <td data-bbox="391 1163 678 1335">2.3.2 – Intervention Strategies</td> <td data-bbox="678 1163 1344 1335"> <ul style="list-style-type: none"> • Section 2.3.2 was not changed • Appendix 2.3.8 was not changed • Appendix 2.3.9 was not changed • Appendix 2.3.10 was updated to reflect the current Administrative Procedure in place </td> <td data-bbox="1344 1163 1554 1335"></td> </tr> <tr> <td data-bbox="391 1335 678 1507">2.4 – Identification, Placement, and Review Committee Process</td> <td data-bbox="678 1335 1344 1507"> <ul style="list-style-type: none"> • IPRC statistics were updated • Appendix 2.4.1 was not changed • Appendix 2.4.2 was not changed • Appendix 2.4.3 – SEAC Insert was updated to reflect staffing and membership changes </td> <td data-bbox="1344 1335 1554 1507"></td> </tr> <tr> <td data-bbox="391 1507 678 1675">2.11- Special Education Staff</td> <td data-bbox="678 1507 1344 1675"> <ul style="list-style-type: none"> • Amendments were made to reflect the various roles currently in place; this includes the addition of social workers and the MDT/Student Support Team • Appendix 2.11.1 was updated to reflect 2019-2020 staffing levels </td> <td data-bbox="1344 1507 1554 1675"></td> </tr> <tr> <td data-bbox="391 1675 678 1908">2.12 – Staff Development</td> <td data-bbox="678 1675 1344 1908"> <ul style="list-style-type: none"> • Section 2.12 was not changed • Appendix 2.12.1 was updated to include current year’s information including Bridges Out of Poverty, ASD Training, etc. • Appendix 2.12.2 was updated to reflect recent staffing and membership changes • Appendix 2.12.3 was not changed </td> <td data-bbox="1344 1675 1554 1908"></td> </tr> </table> 	2.3.2 – Intervention Strategies	<ul style="list-style-type: none"> • Section 2.3.2 was not changed • Appendix 2.3.8 was not changed • Appendix 2.3.9 was not changed • Appendix 2.3.10 was updated to reflect the current Administrative Procedure in place 		2.4 – Identification, Placement, and Review Committee Process	<ul style="list-style-type: none"> • IPRC statistics were updated • Appendix 2.4.1 was not changed • Appendix 2.4.2 was not changed • Appendix 2.4.3 – SEAC Insert was updated to reflect staffing and membership changes 		2.11- Special Education Staff	<ul style="list-style-type: none"> • Amendments were made to reflect the various roles currently in place; this includes the addition of social workers and the MDT/Student Support Team • Appendix 2.11.1 was updated to reflect 2019-2020 staffing levels 		2.12 – Staff Development	<ul style="list-style-type: none"> • Section 2.12 was not changed • Appendix 2.12.1 was updated to include current year’s information including Bridges Out of Poverty, ASD Training, etc. • Appendix 2.12.2 was updated to reflect recent staffing and membership changes • Appendix 2.12.3 was not changed 		
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Special Education Plan Items to Be Reviewed in April (continued)	2.13 – SEA Equipment	<ul style="list-style-type: none"> • Section 2.13 was not changed • Appendix 2.13.1 was not changed • Appendix 2.13.2 was not changed 	
	2.14 – Accessibility of School Buildings	<ul style="list-style-type: none"> • Updated a link to point to the most current Accessibility Report • Appendix 2.14.1 was updated; the 2018-2019 Accessibility Report was uploaded 	
	3.1 – The Board’s Special Education Advisory Committee	<ul style="list-style-type: none"> • Section 3.1 was not changed 	
		<ul style="list-style-type: none"> • Appendix 3.1.1 was updated to reflect recent staffing and membership changes 	
		<ul style="list-style-type: none"> • Appendix 3.1.2 was updated to reflect membership changes 	
		<ul style="list-style-type: none"> • Appendix 3.1.3 was not changed 	
	Correspondence	<ul style="list-style-type: none"> • A letter dated February 14, 2020 from the Hastings & Prince Edward District School Board regarding class sizes and e-learning was received but, since SEAC has received similar letters and sent correspondence to the Ministry on this matter already, no further action was taken • A letter dated February 20, 2020 from the Greater Essex County District School Board regarding the Ministry’s Advisory Committee on Special Education was received, but, since SEAC has received similar letters and already corresponded with the Ministry on this matter, no further action was taken 	
Association Reports, Other Business and Sharing of Best Practices	<ul style="list-style-type: none"> • Jean MacIntyre said she’s very impressed with all the hard work that’s been done • Melani Rich said their Association is staying in contact with those they support by utilizing webinars; as well, they are busy trying to find resources that can fill gaps • Melanie said that a number of their members have received their letter (to apply for their one-time funding) but, because of COVID-19, the cheque distribution is very slow – with those families who applied in January and February still not receiving their funds – but, since the organizations where the family may choose to use their cheque are closed because of the pandemic, it’s not too much of a problem; she said it was good news that an 18-month extension has been granted for families to utilize the funds they are being given • Marty Passmore said even through these unprecedented times, at AMSS they’re still busy trying to create timetables and ready students for next years’ classes • Elizabeth Townsend informed the members that elementary staffing is starting May 1st; she also noted that administrators, teachers and support staff are working hard, in tandem, to support students • Julia MacKellar said they are looking into online tutoring; they are trying to see if they will be able to offer summer programs • She said she is happy to hear that students are getting lots of support because she was worried that, without extra support, a student’s return to school in September would be a challenge • Wendy Smith said their organization is trying to gear up for summer programming; they have normally relied on School Boards for referrals • She said they are currently highlighting their members who are heroes for continuing to work in essential jobs; about 50% of their clients lost their jobs due to COVID-19 while others are starting new jobs because of the pandemic • Steve Stokley said staff are still working at their member residences; they have about 300 people they are supporting in the community, using best practices • He said about 75% of their clients are currently not working; as well, their staff are assisting clients who are experiencing mental health challenges because of the pandemic • Steve said their summer programming is currently in limbo, so they may be reaching out to the School Board 		

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Association Reports, Other Business and Sharing of Best Practices (continued)	<ul style="list-style-type: none"> • Norma reported that their respite program is trying to provide crafts via Google platforms to help keep their clients engaged; several their clients have been laid off while others have found work in essential services • She said they are looking to the government about what types of programs they will be able to provide in the summer; they, too, are following guidelines for PPE • Sandra Perkins thanked the Spec. Ed. staff for all the good things that they're doing to support students, and expressed her gratitude that a coordinated plan could be implemented so quickly • Trustee Barnes appreciates how agencies and the Board are coming together to support individuals and to get through this • Rose Gallaway said their agency is delivering services through telephone counselling; if anyone new needs their support they can call the agency to go through their Intake Process • Rose noted that she's grateful for the excellent client support being provided by everyone at the Board and thanked the agencies for everything they're doing 	
Next Meeting	<ul style="list-style-type: none"> • The next meeting is scheduled for May 21, 2020; at this time, it is unknown whether the meeting will be able to be held in person or via teleconference so that information will be provided closer to the date 	<ul style="list-style-type: none"> • All
Adjournment	<ul style="list-style-type: none"> • The meeting was adjourned at 7:05 p.m. 	