



**Minutes of the Special Education  
Advisory Committee Meeting**

**Wednesday, September 12, 2018  
4:00 pm – Maitland Room  
Avon Maitland Education Centre**

**Voting Members/**

**Alternates Present:** K. Morrison, T. Sparling, R. Hunking, D. Pratley, J. McCrea,  
C. Bennewies, P. Huettlin, S. Lee

**Non-Voting Members:** R. Lovell, H. Finch

**Staff Present:** Superintendent Black, Vice Principal Pfaff

**Member Regrets:**

**Presenters:**

**Recorder:** C. Trotter

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**1.0 Routine Matters**

**1.1 Approval of the Agenda**

Moved by T. Sparling, seconded by C. Bennewies  
That the agenda be approved as presented.

**CARRIED**

**1.2 Approval of SEAC Minutes – June 6, 2018**

Moved by C. Bennewies, seconded by D. Pratley  
That the minutes be approved as presented.

**CARRIED**

**2.0 Business Arising from the Minutes**

2.1

**3.0 New Business**

**3.1 Special Education Plan – Final Review – Vice Principal Pfaff**

Vice Principal Pfaff explained the final changes to the plan, which took place over the summer. The plan was emailed out to SEAC members in August for their review. Background: the draft plan was approved in June, reviewed in the summer, with additional changes made before the deadline of July 31, 2018. The plan has been submitted to the Ministry and also posted to the Board's website. This is the final plan, which will go to Trustees at the next Board meeting on September 25, 2018. This document has been worked on over the summer by our Communications Department, which will be much more visually pleasing and will also have links to Ministry websites. Once this is done, members will receive a printed, coil bound copy of the finished document.

**It is recommended:**

That the Avon Maitland District School Board approved the 2018-2019 Special Education Plan

Moved by T. Sparling, seconded by S. Lee

**CARRIED**

**3.2 AP 314 Supporting Students with Prevalent Medical Conditions at School - Superintendent Black**

Last winter, PPM 161 was released, instructing staff. Not all conditions are listed, but the most prevalent conditions are listed. We already had two of the four covered under an Administrative Procedure. When [Sabrina's Law](#) and [Ryan's Law](#) were released, we were mandated to have plans of care for these two medical conditions. This new PPM has instructed school boards to have procedures on four medical conditions; asthma, anaphylaxis, diabetes, & epilepsy. We had the choice to write one that covered all, or deal with each one separately. We've decided to write one plan to cover all. We will accept feedback from stakeholders from September to December 2018. This went into effect as of September 1<sup>st</sup>, 2018. This procedure, impacted 27 other procedures within the board. Extensive writing and review occurred, with feedback from schools, parents, students and other stakeholders, which was done in June. Feel free to review and forward to someone/agency you feel would have input. This has been posted to the Board's website as well as all elementary schools. The procedure and appendices are about 50 pages long. It teaches school staff about the medical condition(s) and also helps the parent build the individual medical management plan.

Communication strategies include notification on board website, school messenger, & letter from principals. There has also been a change to registration which now includes a section that asks if the child has a prevalent/other medical condition, which will then result in school staff and parents having a conversation about the pertinent medical condition.

**3.3 Learning Services Staff Update – Vice Principal Pfaff**

Increased/changed positions:

- Experiential EAs (formerly Job Coaches) who support students working at coop placements. These are positions that were formerly at the school level, but are now central positions.
- Increased a .5 Teacher of the Deaf and Hard of Hearing.
- Increased a 1.0 Speech Language Position.
- 2.0 Learning Services Coordinators. (formerly Special Education Consultants.) We have moved two Learning for All Coach staff to these positions, so this is not a additional staff.

This is all happening in the spirit of Consolidated Services.

### **3.4 Budget Update – Superintendent Black**

New government, which means new memos have been released. Two main types of funding; Grants for Student Needs (GSN), is funding received for every day programming. Education Programs – Other (EPO), is money that is only for one year.

After October 31, the Trustees will review the revised estimates on the budget. If enrollment goes up, funding goes up. If enrollment goes down, funding will drop. Once this happens, it could trigger new funding in certain areas in the board. If we have students who need specialized services, hopefully, that will increase our funding.

Superintendent Black noted that in the August 24 memo for Grants for Student Needs (GSN) funding, the money is the same, but the Ministry (MoE) redistributed the categories/envelopes. Special Education Per Pupil Amount (SEPPA) it appears that we have an extra \$208,000, but in looking at other lines in the budget, this may not be the case. Associate Superintendent Carter will present this in more detail in December/January. Special Incidence Portion (SIP) funding has seen a slight reduction. We are thoroughly going through the memo to further understand the impact of the changes in funding. We are concerned about what is happening with the EPO grants. We have always received funds for Autism, but at this point, there is no insight into what will be happening with this EPO. These EPOs provide extra supports and training for staff who are already in place. We won't lose positions/staff, but we will may be unable to send staff for training (eg Geneva Centre training), or bring school staff for training.

### **3.5 Membership Change**

Resignation of Vice Chair Fox: Vice Chair Fox has resigned from the Special Education Advisory Committee, due to her new position at Community Living – South Huron. A replacement is being sought at this time. Chair Morrison will investigate replacing this position.

Removal of Member at Large, M. Krebs, due to lack of attendance. As per Ontario Regulation 464/97, Section 7.1 (a)

Question: will we put out a call to request for a new community member or member from another organization? Chair Morrison will review the process. Superintendent Black noted she will meet with Chair Morrison to review the process and a report will be provided at the October 3 meeting.

## **4.0 Trustee Board Report**

Trustee Pratley: September 11, 2018 was the first Board meeting for this school year. The Simcoe County Board of Education has written the MoE with respect to the cancelling of the Indigenous curriculum writing session. This has disturbed Trustees. We as a Board, will be taking some action and asking Ontario Public School Boards' Association ([OPSBA](#)) for guidance and

asking our own Indigenous committee what we can do to move forward. This is quite a disappointment that our children will not receive this instruction, given the move towards Truth and Reconciliation. The government notes this has not been cancelled, just postponed.

## **5.0 Board Announcements and Updates**

Vice Principal Pfaff and Superintendent Black reviewed the memos and workshop advisories listed below:

- WA #11: Elementary Empower Training
- WA #12: Elementary Empower Refresher
- WA #13: ESL Training
- Memo #48: Save the Date; Shelley Moore workshop
- Memo #49: June 29 PD Day; Supporting Students with Special Needs
- Memo #50: PPM 161 Medically at Risk
- Memo #51: June 29 PD Day; Social Studies & History
- WA #01: New SERT Workshop
- WA #02: Learning Services Consolidated Services
- WA #04: Hearing Loss Awareness
- WA #04: Secondary Learning Services Transition Teams
- Memo #01: Supporting Students with Prevalent Medical Conditions at School
- Memo #02: Teacher of the Deaf & Hard of Hearing Information
- Memo #03: Out of School Gifted Withdrawal Program, Grades 4-6
- Memo #04: Updates to Admin Procedures
- Memo #05: Empower Data Collection; Elementary
- Memo #06: Empower Data Collection; Secondary
- Memo #07: Multifaith Calendar

## **6.0 Association Reports**

**Autism Ontario:** Sunday, September 16, 2018 is the walk for Autism, for the local chapter. All money raised goes to families, activities, to families for supports. Walk is in Stratford at 11am.

**New President:** asking about the sensory room at Goderich PS, which has been funded by the Lion's club. Wondering if this can be used by the community. Superintendent Black noted school spaces be used by the community after school hours under the Community Use of Schools AP. However, in this case, experience has shown that trained personnel must be in attendance to use the room/equipment. Example; Spruce Lodge has been moved to Community Living – Stratford & Area. There are a number of considerations in the public accessing this room including SEA funded equipment and wear and tear on donated equipment.

Question: President of local chapter of Autism Ontario asked how they can get access to the number of students with Autism. Superintendent Black will look into this and report back.

**LDAO:** VP Pfaff noted that our three Star Teachers presented at the LDAO conference this summer.

**Huron Perth Centre:** Dr. Ungar event on September 18, 2018. Working with school based staff, and have created a common consent procedure. This will help us all work together.

## **7.0 Future Agenda Items**

- Review Department Improvement Plan for Student Achievement & Well-Being (DIPSA) (*October/November*)
- AODA Update
- EQAO Update
- Special Education Plan
- Consolidated Services
- Program Update
- Membership Roles & Regulations

## **8.0 Date of Next Meeting**

- October 3, 2018

### **Future Meetings:**

- November 7, 2018
- December 5, 2018
- January 16, 2019
- February 6, 2019
- March 6, 2019
- April 3, 2019
- May 8, 2019
- June 5, 2019

**These dates are posted on the Board website.**

## **9.0 Adjournment**

Moved by R. Hunking to adjourn.

The Special Education Advisory Committee meeting is adjourned at 5:30 pm.

**Committee Members  
2018-2019**

<b>Voting Members</b>	<b>Non-Voting Members</b>	<b>Alternate Members</b>
Karen Morrison - Chair <i>Learning Disabilities Association of Ontario</i>	Ruth Lovell <i>Elementary Principal Rep</i>	
Katie Fox – Vice Chair <i>Community Living – South Huron &amp; Area</i>		
Robert Hunking <i>Trustee</i>	Helena Finch <i>Secondary Principal Rep</i>	
Doug Pratley <i>Trustee</i>	Kim Black <i>Superintendent of Education</i>	Lynette Geddes <i>Trustee</i>
Terri Sparling <i>Huron Perth Centre</i>	Missy Pfaff <i>Vice Principal</i>	Colleen Schenk <i>Trustee</i>
Stephanie Lee <i>Community Living – St.Marys &amp; Area</i>	Jane Morris <i>Superintendent of Education</i>	Val Milson <i>Huron Perth Centre</i>
Trevor McGregor <i>Community Living – Stratford &amp; Area</i>		Jennifer Costello <i>Community Living St. Marys &amp; Area</i>
Jan McCrea <i>Autism Ontario</i>		Peg Huettlin <i>Community Living Stratford &amp; Area</i>
Carol Bennewies <i>Member at Large</i>		Doris Barkley <i>Autism Ontario</i>