

# REPORT OF THE SPECIAL EDUCATION ADVISORY COMMITTEE

December 16, 2019

6:34 p.m. - 8:33 p.m.

## MEMBERS

C. Thamavongsa, Association for Bright Children  
A. Morse, Easter Seals Ontario  
B. Harvey, Epilepsy Support Centre  
P. Cook, Learning Disabilities Association of Ontario  
L. Turner-Otte, Ontario Parents Advocating for Children with Cancer  
S. Grabstas, Vanier Children's Services  
M. Barbeau, Voice for Hearing Impaired Children  
M. Cvetkovich, Children's Aid Society of London and Middlesex  
J. Wright, Community Services Coordination Network (CSCN)  
J. Gritzan, Thames Valley Children's Centre  
S. Thomson, Thames Valley Council Home and School Associations  
D. Shore-Reid, Learning Disabilities Association London  
J. Bennett, Trustee  
L. Pizzolato, Trustee  
B. Yeoman, Trustee

**Regrets:** S. Lawrence Farrants, B. Furac, T. Grant, S. Young

## ADMINISTRATION AND OTHERS

A. Canham, Superintendent of Special Education  
A. Leatham, Learning Supervisor  
R. Ferrara, Learning Supervisor  
J. Bruce, Elementary Principal  
T. Birtch, Secondary Principal  
M. Chevalier, Elementary Principal  
M. Phillips, Secondary Principal  
S. Smith, Corporate Services

### 1. Call to Order

A. Canham called the meeting to order at 6:34 p.m. in the London Room at the Education Centre.

### 2. Confirmation of Agenda

The agenda was approved on motion.

### 3. Conflicts of Interest

None declared.

### 4. Election of Chair

A. Canham presided over the election of Chair and Vice-Chair for 2020. This year the Chair of SEAC will be an agency representative and the Vice-Chair will be a Trustee.

P. Cook was elected to the position of Chair of the Special Education Advisory Committee for the term ending 2020 November 30. Trustee Pizzolato was elected to the position of Vice-Chair.

All ballots were destroyed.

### 5. Welcome

P. Cook extended his appreciation to the Committee for their engagement and efforts during the last year, noting his excitement for the year ahead.

**6. Report of the Previous Meeting**

The report of the 2019 November 11 Special Education Advisory Committee meeting was provided for information.

**7. Business Arising from the Minutes**

None.

**8. System Updates - A. Canham**

**a. Exclusion of a Student Policy and Procedure**

A. Canham advised an Exclusion of a Student Policy and Procedure will be drafted to support Section 265(1)(m) of the *Education Act*.

It was noted exclusion is intended to be used as a short term measure and the decision cannot be disciplinary in nature and cannot be used in lieu of a consequence such as suspension or expulsion.

The tentative SEAC consultation date to review the policy and procedure is 2020 February 4.

Questions of clarification regarding using the policy/procedure to exclude additional persons (non students) were addressed.

**b. Special Education Year- End Financials**

A. Canham advised the Special Education 2018-2019 Year End Statement will be provided at the 2020 February 4 SEAC meeting.

**c. Assistive Technology Teachers on Special Assignment (TOSAs)**

R. Ferrara provided a system update on Assistive Technology Teachers on Special Assignment. She reported the focus is to train, coach, and model assistive technology for staff and students, noting that over 300 students have been trained to date.

Questions of clarification regarding TOSA teams, access to assistive technology, student profiles, types of programs used in training and wait times were answered by Administration.

Administrators advised on the progress of the capacity building TOSAs have provided in their schools, noting the positive feedback from staff and students.

**d. After School Skills Development Program (ASSDP)**

A. Leatham provided an update on the After School Skills Development Program (ASSDP) grant. The program will be held at Algonquin P.S. and River Heights P.S. There will be an application process.

In response to a question, Administration reported the program anticipates room for six to ten students at each location.

A. Leatham reported the program will run one day a week for ten weeks. There is no cost to families to participate in the program. The program will be staffed by TVDSB staff (Educational Assistants, Speech and Language Pathologists, and Board Certified Behavioural Analysts).

In response to a question, it was noted the staff at every site running the program will receive Peer Mediated Social Skills (TRACKS) training.

A recap of the program will be provided to SEAC at the 2020 April 7 meeting.

**e. Special Incident Portion (SIP) Claims**

**a. 2018-2019**

A. Canham provided a recap of the Special Incident Portions (SIP) for 2018-2019.

**b. 2019-2020**

It was noted TVDSB is on track to exceed the number of submissions this school year.

The committee requested additional data from Administration

**9. Operational Plan Update - A. Canham**

**a. Literacy**

A. Canham reviewed the Literacy Operational Plan. Targeted outcomes and goals were outlined.

**a. Phonological Awareness**

A. Canham provided an update on the Literacy Operational Plan specifically phonological awareness.

A. Canham reported that teachers attended a phonological awareness training session where they received training on: understanding phonological awareness and the impact on literacy, phonemic awareness phonics, fluency, vocabulary and comprehension.

Data from the phonological awareness testing will be used to help Administrators identify how to help students.

Questions of clarification regarding parent involvement, sharing results of the phonological awareness testing and providing interpreters to assist in phonological awareness conversations with parents/guardians were addressed.

In response to a question, Administration noted that phonological awareness information is sent home with students including recommended activities to reinforce practicing phonological awareness skills at home.

**10. IEP Audit Committee - R. Ferrara**

**a. Call for Membership 2020**

R. Ferrara advised the IEP Audit Committee is looking for two SEAC members to sit on the committee. Timelines, guidelines, and expectations were detailed.

Volunteers were captured by Chair Cook.

Communication will be sent to the interested parties in 2020 January.

**11. SEAC/Department Priorities (Standing Item)**

None.

**12. Students on Modified Day (Standing Item)**

A. Canham reported on the number of Elementary students currently on a modified day program.

Additional information was requested on the average period for being on a modified day.

Discussion occurred regarding tracking modified days in Secondary school.

In response to a question, it was noted three courses is considered full time at the Secondary level. Alternative Education classes are offered to at risk students to keep them enrolled in four courses.

**13. Special Education Plan (Standing Item)**

A. Canham reported discussion will begin on 2020 January 7.

**14. Correspondence (Standing Item)**

None.

**15. Other Business**

None.

**16. Forum: Association Updates (Round Table)**

Round table updates were completed. Committee members highlighted some of the events and activities planned by their various organizations in the coming weeks. As a follow up to the meeting, event flyers will be emailed out to the committee members as they are received by Corporate Services.

**17. 2019-2020 Meeting Dates**

The 2019-2020 meeting dates were provided in the agenda package. The next meeting is scheduled for 2020 January 7, 12:15 p.m.

**18. Future Agenda Items**

Recommended items may be emailed to Administration.

In response to a question, the process for communicating EQAO data was outlined.

**19. Adjournment**

A. Canham thanked Trustee Bennett for her dedication and contributions as the outgoing SEAC Chair.

The meeting adjourned at 8:33 p.m. by motion.