

# ST. CLAIR CATHOLIC DISTRICT SCHOOL BOARD

## SPECIAL EDUCATION ADVISORY COMMITTEE MEETING

Monday, February 11, 2013 at 7:00 p.m.

Catholic Education Centre, Wallaceburg – St. Louis Conference Room

### MINUTES

#### COMMITTEE MEMBERS:

Community Living Wallaceburg	Derek McGivern
Community Living Chatham-Kent	Derek Jane
Epilepsy Support Centre	Sharon Berry Ross
Lambton County Developmental Services Group	Adrian Vermeiren
VOICE for Hearing Impaired Children	Kathy Arcuri-Arnott
Down Syndrome Association – Lambton County	Kim D'Hooghe
Trustees	John Van Heck Linda Ward
Principals Representatives	Maureen Cecile Juli Faubert
Board Advisors	Deb Crawford Lisa Demers Janet Boyle Lisa Thompson-Power Renée Zarebski

Regrets: Linda Ward, Maureen Cecile, Lisa Thompson-Power, Sharon Berry Ross, Kathy Arcuri-Arnott

Absent:

*John VanHeck*  
*SEAC Chairperson*

*Deb Crawford*  
*Board Advisor*

**A. CALL TO ORDER**

1. Welcome
2. Prayer
3. Adoption of Agenda

**MOTION BY** Sharon Berry Ross and seconded by Derek McGivern to adopt the agenda.

**CARRIED**

4. Review of Minutes from November 19, 2011/2

**MOTION BY:** Derek McGivern and seconded by Kim D'Hooghe to accept the minutes from the November 19, 2012 SEAC meeting.

**CARRIED**

**B. PRESENTATIONS**

1. Community Threat Assessment Protocol (CTAP) Mary Ann McCrae  
Protocol will be signed on April 4<sup>th</sup> by partners. There have been over 500 participants in the community who have received Level1 training.  
Focus is on prevention of school violence and collaboration amongst community partners. It is a data driven model. Two trainings offered – Level 1 – common language and common assessment tool. Level 2 – 65 people trained in clinical interviewing skills. Both trainings are two days. Kevin Cameron is the executive director for the program. Level 1 training teaches about signs for adults to watch for. Does the threat maker pose a risk? The Violent Threat Risk Assessment team decides whether there is an actual risk from the threat maker. Is the threat clear, direct and plausible? Threat is seen as a cry for help. Purpose of the protocol – keep everyone safe.  
Vision – reduction of violence and involvement of relevant partners in sharing information. Specific activities are identified for automatic stage 1 Violent Threat Risk Assessment. Fair notice letter has been developed to facilitate and advise sharing of information. Currently looking to develop connections with post secondary institutions to share information on students at risk who are transitioning. Kevin has offered to do one day training for judges/crown attorneys.
2. Bill 13 – Accepting Schools Act Deb Crawford & Lisa Demers  
Legislation in response to concerns around bullying. Many of the requirements are already in place for our board in our policies and procedures. It aligns many of the previous bills and strategies. There are ties into Mental Health and Addictions Strategies. There are some new requirements with regard to supports for dealing with bullying in the schools. Sets out a multi-year plan for school boards for bullying prevention and intervention plans. In schools – CYWs have been providing the training. Working with other partners to enhance continuity of training. Definition of bullying is more detailed. Consideration for behaviours for expulsion of students for principals is outlined. Duty to report on the part of social workers and psychologist. Outlines requirements for principals in notifying and engaging parents. Boards are directed to provide support for students engaged in inappropriate behaviours. Annual professional development must be provided for board staff. Direction is given on documentation, reporting and OSR storage of information. “Whole School Approach” – initiative must be integrated across all areas. Board bullying prevention/mental health plan will be coming out. School Climate Surveys were completed by schools last year. Surveys will be sent out every two years.

Suggestion: When parent completes survey – child’s name entered in a draw to encourage participation

**3. ASSOCIATION REPORTS**

1. Community Living Wallaceburg D. McGivern

No report

2. Epilepsy Support Centre S. Berry Ross

Three years funding has been received from United Way in Sarnia Lambton.

3. VOICE for Hearing Impaired Children K. Arcuri-Arnott

A letter was shared from Kathy on behalf of VOICE with regard to students who are deaf and hard of hearing. There was an attached document on “Managing Noise in the Classroom by building RAMPS”

Discussion – Board has Lauri Doig – Teacher of the Deaf. Lauri works with individual students/small groups. She hosts hearing awareness workshops (2 per year) – parents/staff/students. Equipment is purchased through SEA to assist with amplification/acoustics.

There are approximately 80 students who are deaf and hard of hearing in the system. Lauri and Lisa have been working on bringing students together for various activities.

The board has outreach services from Robarts – Lauri assists in facilitating connections with other professionals in the community (speech pathologists, psychologists)

Question: Are schools aware when hosting events to take into account students with hearing needs?

All staff need to be vigilant in providing accessibility devices for all who require them

**Action:** SEAC to review letter – thanks to Kathy for bringing this information forward

4. Down Syndrome Association – Lambton County K. D’Hooghe

No Report

**C. UNFINISHED BUSINESS AND BUSINESS ARISING FROM MINUTES**

1. None

**E. NEW BUSINESS**

1. None

**F. INFORMATION ITEMS**

1. PPM 156 (Transitions) Lisa Demers

Released February 1, 2012 – to ensure effective transition planning for all students with special education needs – based on their IEPs. Implementation in September 2014. There will be in-service and templates provided by the ministry. All students on an IEP will have a

transition plan developed on their IEP. Parents will be consulted along with relevant community partners.

2.       Preschool Transitions Janet Boyle  
Wed Feb 27<sup>th</sup> – Chatham Kent Meetings  
Tuesday March 5<sup>th</sup> – Sarnia Lambton  
At these preschool meetings parents/service providers, board and school staff meet to plan entry for the student. There is discussion on what the student requires to transition to school successfully and any special equipment they will require.  
Janet shared profiles over the last few years. Letters of invitation were sent out today.
  
3.       Grade 8–9 Transitions Lisa Demers  
Transition Packages are prepared for students who are identified or on an IEP and would benefit from a Transition Package. Information is included for students on a Strategic Intervention or Safety Plan. Principal must sign off on the transition package. Changes to the package were outlined (medical info, CYW, SW, ESL)
  
4.       Enhanced Transitions Renée Zarebski  
St Patrick's – 14 transition meetings for Sarnia-Lambton feeder schools.  
UCC – 7 transition meetings for Chatham-Kent feeder schools.  
Review of agenda items that are discussed and DSO information for families with children who may wish to access these services.
  
5.       SEA Update Janet Boyle  
Cycle starts with preschool transition meetings. Equipment is ordered prior to students starting school. Since Sept – 6 desktop computers, 24 laptops, 40 soundfield systems (for CAP), 4 specialized systems for Deaf and Hard of Hearing students. Packages are submitted by the school along with parent awareness forms. Movement of equipment to secondary is discussed and planned at the transition meetings. The equipment follows the student to their next school. Equipment is upgraded as required and an assessment may be required to update student needs. Within the board – facilities may move larger items, staff or family.
  
6.       Secondary – Lifeskills Program Review Lisa Demers / Renée Zarebski  
There will be program reviews of the secondary life skills programs at UCC and St. Patrick's. Purpose is to determine the essential elements of a quality life skills program. Literature review has been completed. Surveys for parents/students/educational assistants/principals etc. will be sent out. Site visits along with an IEP review will be part of the information gathering. Life skills program includes a variety of students who require support developing these skills.
  
7.       CODE Project Deb Crawford  
Funding has been provided for research projects. Pilot project – is an enquiry model. SCCDSB submitted a proposal for use of technology for Gr 5 and 6 students. Support will be provided from the Technology teacher and a literature review will be conducted. The project will run from Feb 26 until June and there are two sites. The focus is on providing training for teachers on the use of AT (hardware, software and BYOD) and targeting specific students. The goal of this intensive support is to improve achievement of students in the classes and to build capacity.
  
8.       Correspondence Deb Crawford  
John will review the letters that have been received and will share at the next meeting

**G. REPORTS FROM THE BOARD**

The trustees are in the midst of developing the 2013-2014 budget.

They are also reviewing policies and procedures to modernize them.

A Legacy committee has been formed for St. Patrick's /St. Christopher.

Tenders for construction will be selected this week.

**H. QUESTIONS ASKED BY COMMITTEE MEMBERS**

**I. NEXT MEETING DATE – March 18th, 2013**

**J. AGENDA ITEMS FOR FUTURE MEETINGS**

Please e-mail any agenda items to Deb or John

**K. ADJOURNMENT**

**MOTION BY: Derek McGivern and seconded by Sharon Berry Ross**  
to adjourn the meeting at 8:35 p.m.

**CARRIED**