

# ST. CLAIR CATHOLIC DISTRICT SCHOOL BOARD

## SPECIAL EDUCATION ADVISORY COMMITTEE MEETING

Monday, September 21, 2020 at 5:30 p.m.

“Teams” virtual meeting

### MINUTES

#### COMMITTEE MEMBERS:

Community Living Wallaceburg

Ryan Allaer / Wendy Smith

Community Living Chatham-Kent

Steve Stokley

Community Living Sarnia-Lambton

Rachel Veilleux / Brenda Roby

Down Syndrome Association – Lambton County

Kim D’Hooghe

Autism Ontario – Chatham-Kent Chapter

Tracey Haddy

Children’s Treatment Centre of Chatham-Kent

Jessica Constancio

Wellness & Emotional Support For Youth Online

Michelle Parks

Trustee

Carol Bryden  
Jennifer McCann

Principal Representatives

Colleen Cogghe  
Daniella Mancusi  
Stacy Shepley

Board Advisors

Lisa Demers  
Jennifer Morrow  
Janet Boyle  
Chris Preece  
Lisa Thompson-Power

Guests:

Regrets: Kim D’Hooghe, Ryan Allaer

Absent: Jessica Constancio

## 1. CALL TO ORDER

- A. Welcome & Opening Prayer
- B. Adoption of Agenda

**MOTION BY** Michelle Parks and seconded by Steve Stokley to adopt the SEAC Agenda of September 21, 2020

**CARRIED**

- C. Review of Minutes from June 8, 2020

**MOTION BY** Michelle Parks and seconded Steve Stokley by to accept the SEAC Minutes from the June 8, 2020 SEAC Meeting.

**CARRIED**

## 2. PRESENTATIONS

- A. Review the rules and regulations of SEAC Jen Morrow
  - Jen reviewed the highlights of the Special Education Advisory Committee requirements as follows:
  - SEAC has memberships/alternates from up to 12 different local agencies. The members/alternates cannot be educators
  - SEAC members are appointed by the school board and must be residents of the jurisdiction. They cannot be an employee of the school board specific to the SEAC
  - The school board provides opportunities for orientation and Special Education training to the SEAC members
  - SEAC must have quorum to pass proposed motions
  - SEAC must have 10 meetings per school year
- B. Review the department objectives Jen Morrow
  - Jen reviewed the Special Education department goals which are currently very responsive to the COVID 19 pandemic and the need for protocols for a safe return to school for staff and students providing equal access to supports and services required by all
  - The department will focus on the more long term goals as we move forward in the school year
  - The Special Education department objectives include:
    - Creating a comment bank for IEPs to support the virtual school learners
    - Complete the update to the SCCDSB web page specific to Special Education
    - Acquire new software for SLPs who are delivering therapy/support in person and through virtual assessments
    - Develop a new protocol for the implementation of the phonological awareness screening due to COVID 19 restrictions
    - The acquisition of Q Global software will allow the Board's psych ed consultant to conduct assessments virtually or in person meeting all necessary requirements
    - Vocational skills for secondary students will continue to be encouraged and developed
    - Continue to provide technology training to students and teachers within COVID 19 protocols
    - SEAIT tracking tool - training of the administrators of the program in the immediate future so that a pilot can begin in targeted schools soon afterward
- C. Review the PRT Roles and Responsibilities Jen Morrow
  - The board has a document outlining and highlighting the roles and responsibilities of the Program Resource Teacher. It includes monthly and on-going responsibilities that result in meeting the needs of students with special education needs and is shared with the PRTs in all schools
  - Jen shared the document with SEAC
  - The main focus at this time is on the development of the IEP, programming for students with special needs, focusing on the needs of students in the virtual school, supporting the scheduling of EAs working with students in both the virtual school and in the in-person school and preparing for IPRC Annual Review meetings.

### 3. ASSOCIATION REPORTS

#### A. Community Living Wallaceburg

Ryan Allaer / Wendy Smith

- N/A

#### B. Community Living Chatham-Kent

Steve Stokley

- They continue to run under essential services only
- The office buildings are locked and operate under strict regulations
- Their residential home is classified under same category as nursing homes and is operating under strict regulations
- Their summer program was scaled back to 10 students - only 5 students per day on alternate days
- Their supported employment program has suffered but is starting to make a comeback

#### C. Community Living Sarnia-Lambton

Rachel Veilleux / Brenda Roby

- Short Break Respite Sessions ran at Augusta from July 6 – Sept 5. The fall short break respite session began September 12, with 3 hour sessions bi-weekly on evenings and weekends. Over the summer we supported about 40 children and youth. So far September has 25 children and youth registered. Spots are still available. New referrals are still accepted.
- We sent out our parent packages on Monday and staff made a short video about it. Staff had been dropping off activity bags for kids on Mondays and on one of the last Mondays (we end next Monday) they decided to treat the parents/caregivers. It was done almost entirely through donations - aside from some printing of colouring pages and the bags to package it up. They were well received.
- This year Summer Employment Transitions staff spent their summer creating online virtual content, live chats and interactive webinar for any student who had intended to enroll in the SET program.
- Employment Transitions (ET) now has a new employment space at Community Living in the front of the building. Staff have started doing intakes in person (screening in place and by appointment only).
- Staff have been able to schedule one on one intakes for the jobPath program and all paperwork is now being done virtually so no sharing of pens or touching paper. JobPath is starting its first virtual session on Sept 28<sup>th</sup>. It will run for 6 weeks online and will help staff get to know people so that they can continue to assist those enrolled in finding employment. Our funder (Opportunities Fund) has agreed to help pay for some technology needs for the program and the participants to help run online sessions. They have also extended our contract by 5 months to assist with the time off due to COVID-19. jobPath is now on contract until February 28<sup>th</sup> 2022.

#### D. Down Syndrome Association – Lambton County

Kim D’Hooghe

- N/A

#### E. Autism Ontario – Chatham-Kent Chapter

Tracey Haddy

- Nothing to report due to COVID 19 and the shut down of most services in the summer months

#### F. Children’s Treatment Centre of Chatham-Kent

Jessica Constancio

- N/A

#### G. Wellness & Emotional Support For Youth Online

Michelle Parks

- They provide anytime, anywhere, free online counselling for youth and have been very busy
- They have hired a virtual program director which will be quite helpful
- Currently their fundraising is being done differently
- Data shows that 40% of youth are coming from CK area

### 4. UNFINISHED BUSINESS AND BUSINESS ARISING FROM MINUTES

N/A

### 5. NEW BUSINESS

N/A

## 6. INFORMATION ITEMS

- A. Summer Mental Health Work Chris Preece
- Chris shared we received funding to support summer learning work where the wellbeing team worked with the curriculum team
  - They supported the mental health needs within summer learning either virtually or in person
  - There were 6 Child and Youth Workers and 1 Social Worker who supported 8 summer classes for 3 weeks in the AM only
  - The goal was to increase knowledge of mental health and wellbeing and to introduce daily strategies that could be used through daily activities, exercises and chat sessions
  - Staff shared that they also benefited from the mental health and wellbeing strategies and activities
  - Currently they are looking at how to incorporate this learning into the new virtual school
  - There was additional funding support from the Ministry to hire Social Workers to continue to cover the existing caseload of students in mental health and wellbeing throughout the summer
  - Chris shared data for the outcomes of: Counselling Supports for 1:1 support, Mind Up program, and Small Group work
- B. Social Emotional Learning / PA Day Information Chris Preece
- September 2, 2020 PA Day there were 2 speakers:
  - Dr. Kim Schonert- Reichel - Why Focus on Social Emotional Learning for Everyone's Health
  - Erin Reed Mindful Resilient Classrooms and Schools - Putting it into Practice-Strategies that help all of us
- C. SMHO Resources & Plan for 2020-2021 Chris Preece
- Chris shared the action plan for this school year with group:
  - Develop a recess plan for students
  - Increase knowledge about psychological first aid
  - Increase resiliency
  - Implement strategies to promote positive mental health and wellbeing
  - Increase knowledge about mental health first aid
  - Youth engagement
  - Confidential text line for youth and families to access
  - Evidence based attendance program for youth with mental health concerns
- D. Student Transitions / Transition Planning Jen Morrow
- Jen Morrow and Chris Preece spoke to the transition support planning that took place over the summer months for our students with special needs.
  - Brendan Deery was contracted to work on the transition support planning for special education
  - The transition support planning focused on all students involved in Preschool Transition Planning, Grade 8-9 transitions, students transitioning from another school board, students who require grade to grade transition support, as well as students and any family who required social emotional wellbeing transitional support
  - Many of the activities were done virtually due to COVID 19 protocol planning and preparation in the schools
  - Some of the activities included: practicing physical distancing, washing hands, wearing a mask, introductions to new staff, new classroom routines due to COVID 10 protocols, new student drop off and pick up protocols, transition activities, community circles and brain activities to recognize body sensations, etc.
  - An excellent resource created by School Mental Health Ontario called "The First 10 Days of School and Beyond" was shared among all board staff by Chris Preece
  - Transition meetings were scheduled virtually to support the students' return to school
  - ABA team created social stories on PPE requirements that were shared at the transition meetings as well
  - Mental health and wellbeing funding support extends to September 30, 2020, therefore the wellbeing team continues to support transitions to school for specific students

- All Board support staff and teams (ABA, CST, SLPs, SSWT, System Resource Teachers, Consultants) are supporting school staff in building capacity around transitions so that strategies can be implemented throughout each day in the classrooms and schools with all students

**7. REPORTS FROM THE BOARD**

- All activities have been virtual and online with the Board
- The Return to School planning and updates are on the board website and demonstrate the COVID 19 protocol planning the Board has done to keep students and staff safe in the return to school
- We have opened schools for in-person classes as well as a new virtual school with Principal Rob Cicchelli and Vice Principal Mike Giroux
- As of this morning, September 21, 2020, we have 1040 online learners in the virtual school - that total number is a combination of both elementary and secondary students
- St. Angela Merici Catholic School opened in Chatham
- All schools went through thorough cleaning and sanitizing for the return of staff and students. The thorough cleaning and sanitizing will continue
- Social distancing within schools, wearing masks, hand washing, wearing appropriate PPE and all other COVID 19 protocols are being implemented in all schools
- Usually the budget is finalized in May, however, this year it was finalized during the summer months. Amy Janssens will be invited to present the Special Education portion of the budget at a future SEAC meeting

**8. QUESTIONS ASKED BY COMMITTEE MEMBERS**

- N/A

**9. PRESENTATIONS FOR FUTURE MEETINGS**

- Amy Janssens will be invited to present the Special Education budget for 2020 -21

**10. FUTURE MEETING DATES**

October 19, 2020	March 22, 2021
November 16, 2020	April 19, 2021
December 14, 2020	May 17, 2021
January 18, 2021	June 14, 2021
February 22, 2021	

**11. ADJOURNMENT**

**MOTION BY** Brenda Roby and seconded by Steve Stokley to adjourn the SEAC Meeting at 6:44 p.m.

**CARRIED**