

SPECIAL EDUCATION ADVISORY COMMITTEE

MINUTES

January 17, 2024

PRESENT: Committee Members: M. Guentte, N. Tabbert, S. Tait
Administration: J. Smith, A. McGregor, C. Brash, S. Smith, L. Rigby, M. Wagner, J. Francis, S. Ward, A. Hilts
Guests: K. Niemi, B. Murray
ABSENT: (With Regrets) A. Mackenzie, D. Lacombe

1. CALL TO ORDER

A. McGregor called the meeting to order.

2. APPROVAL OF AGENDA OF 17 January 2024

MOVED BY N. Tabbert, seconded by M. Guenette, that the Special Education Advisory Committee approves the agenda for today's meeting.

The motion was CARRIED.

3. APPROVAL OF MINUTES OF 20 December 2023

MOVED BY S. Tait, seconded by M. Guenette, that the Special Education Advisory Committee approves the minutes of the meeting held on 20 December 2023.

4. STAFF UPDATES

A. McGregor shared updates from a recent Special Services team meeting to discuss goals from the Special Education Annual Action Plan. Areas of discussion were supporting educators and their understanding of universal design for learning, safe and supportive schools, supporting students on the spectrum and those with complex needs, continued collaboration with program services on transition and pathways for students who are supported by Special Services, Special transportation, student independence and student voice and self advocacy.

S. Smith shared information on the upcoming PA Day ESP meeting on February 2nd. The Special Services team reached out to the ESP group and asked them what Professional Development topics they were interested in. Based on their feedback, and areas that the Special Services team thought were important for capacity building, the following professional development will take place. A whole group presentation by Occupational Therapist from the CHEO School Based Rehabilitation Team discussing multisensory and gross motor rooms. This will be followed by six break out sessions addressing areas of student and educator mental health, speech and language communication guides, understanding Fetal Alcohol Spectrum Disorder, a continuation of learning on Collaborative Proactive Solutions, promoting and developing student independence and supporting student transitions.

L. Rigby shared that she has been working on developing the protocol for IEP processes. One of the goals in the Annual Action Plan is to create a protocol for Primary IEPs. We had our initial day with our stakeholder group in June, and spent another day before the holidays diving deep into developing the content of the protocol. Although originally focusing on IEP processes in the primary division, everything we were doing can be applied to IEPs for all grade levels. The scope of the project has developed into something much larger. Since the last in-person meeting, the team has been finalizing the content. Nxt steps will be to connect with the Communications department to determine the format of the final product. The intention is to have the document shared with the system by the second term.

C. Brash shared that they have been working on grade 8 to grade 9 transitions. Process has started earlier this year, in order to have better information that will support decisions on allocation and process. As well as working on gathering information on students who will be graduating or leaving school, student who may be moving out of a special education class into a regular class. Part of the process has been giving the updated pathways brochures out which provides the families opportunity to discuss pathways earlier then it has in the past.

M. Wagner shared that she has begun to review the new SEA applications. Also working with Text Help to start a plan to build capacity around our Equatio math tool. As we plan to expand the use in classrooms next year. She has also begun researching a plan to better organize and inventory our complex needs equipment.

S. Ward shared that she has been working with secondary schools on the co-op pilot and developing the parameters for the use of the funding and parameters for schools to access the funding. S. Ward shared that she has been researching community services and organizations and how students and families can access those resources and how to inform students and families that these organizations support their pathways. By doing so it will ensure that there is a clear process in place that students can access supports that align with their individual goals.

J. Francis has been working with the three literacy coaches and three literacy intervention support teachers to be trained as an Acadience Trainer. Acadience is a literacy screener that the RCDSB uses to screen all students in senior kindergarten to grade 2. The screener helps educators monitor reading proficiencies.

We have been delivering lessons on executive functions in classrooms across the RCDSB. Upcoming plans we have are to meet with literacy coaches to plan a dedicated day for small class teachers to focus on reading intervention.

J. Smith shared that there are 4 main Administrative Procedures we are currently working on. They are Calming Rooms and Spaces, Modified School Day, External Agency Partnerships (Third Party and External Agency)

A. McGregor shared that SEAC created a sub committee to review the RCDSB SEAC handbook and make updates that refer to Ministry guidelines as well as meeting the expectation of RCDSB. Created a draft and shared the working document.

M. Guenette indicated that the handbook should have a reference point (ie. Special Services Principal)

S. Tait stated that she spoke to the SEAC representative from Easter Seals in order to request a copy of her SEAC handbook as a reference in order to have a comparison.

A. McGregor shared Special Olympic pictures of our student participating in the event at Arnprior school this week

6. REPORT FROM THE BOARD

M. Guenette shared that Committees took place on Jan 16th. Naming of MVDHS was discussed, and the new name will be made public soon.

Also, the School Year Calendar was reviewed and explained to the committee.

Lastly, a discussion took place regarding the Annual Action Plan for school effectiveness and student success in elementary.

7. ASSOCIATION REPORTS

S. Tait shared the Easter Seals camp registration opens this week. Family camp spaces fill up very quickly.

Continuing to work on Accessibility Week taking place the last week of May.
Red shirt day is on Wednesday May 29th, 2024.

S. Tait also shared that she is a volunteer with the disabled ski program and there are schools starting their ski programs, and students with physical disabilities are also able to participate as there is support in place for all students. This is at Calabogie and Pakeham ski hills

S. Tait also shared that they received an early transition meeting for her child from grade 8 to grade 9.

N. Tabbert shared that their family does early transition meetings at the school annually.

N. Tabbert shared current struggles within his family.

8. NEXT MEETING

February 21, 2024

10. ADJOURNMENT

MOVED by N. Tabbert seconded by S. Tait that the meeting adjourned at 5 pm.



The motion was CARRIED.