



REPORT

Special Education Advisory Committee

- *Minutes of the Special Education Advisory Committee meeting December 10, 2014.*



Special Education Advisory Committee Minutes
Education Centre
December 10, 2014 – 12:00 p.m.

COMMITTEE MEMBERS PRESENT: Allan McManaman, Superintendent of Education; Kelly Forbes, Special Education Administrator; Gwen Marsonet, Confederation College; Mike Lewis, Trustee Rainy River District School Board; Allene Perruse, Community Living-Fort Frances & District; Kim Redford, Parent Representative

REGRETS: Shelley Dion, Kenora-Rainy River District Child & Family Services; Lorraine Gauthier-Stromberg, Kenora-Rainy River District Child & Family Services; Christie Gushulak, Community Living-Atikokan; Donna Chief, Seven Generations Education Institute Representative

STAFF: Sandra Ward, Recording Secretary

1. Call to order

The meeting was called to order by Allene Perusse, past SEAC alternate chair, at 12:05 p.m.

2. Disclosure of Conflict of Interest

There was no disclosure of conflict of interest.

3. Approval of Agenda

There was an error in the order of the agenda with the item, election of chair. The election of chair was deferred to New Business. Item 7. b) Presentation of SNAP IEP program was moved up prior to item 5 to accommodate the presenter's need to attend another meeting. The agenda was approved, as amended.

4. Confirmation of Minutes

Approval of the minutes of November 12, 2014 as circulated was moved by Mike Lewis and seconded by Allene Perusse.

7. b) Presentation – Special Needs Administration Program (SNAP) IEP

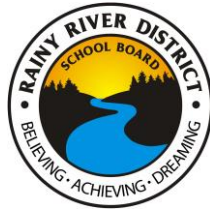
Chris Denby, E-Learning/MISA Co-ordinator reviewed the Special Needs Administration Program database that is used by classroom teachers and Special Education Resource Teachers for Individual Education Plans. Transition Plans are required for all students who have an Individual Education Plan. Historical IEP information is maintained as an audit requirement.

This database was built in house and is a shared tool with the Northwest Catholic School Board and Seven Generations Education Institute. A number of other school boards are using a variety of different programs.

5. Business Arising from Minutes

a) Review/Edit First Section – Special Education Plan

Amendments to Section One were included in the agenda package for Committee members to review. The Special Education Administrator noted that there is a new contracted Psychometrist, Monique Mercer.



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Monique Mercer conducts roughly six-eight assessments over a three day period each month for students of the Rainy River District School Board and the Northwest Catholic District School Board. A considerable effort has been made to reduce the wait list time. Currently, the wait list is approximately two months. Special Education Resource Teachers have been asked to make sure students with the highest needs have priority.

The Committee agreed to review the revisions to all four sections of the Special Education Plan and then have a recommendation to the Board to amend the plan.

6. Correspondence

- a) Letter to Minister – Simcoe Muskoka Catholic District School Board
Re: Hiring process for teachers as a result of Reg 274 and how it impacts students with special needs. Mr. Lewis noted that this is an important letter, and it is the first one with regard to Reg 274 that has come from a Catholic School Board. It was explained that the original intent of Reg 274 was to discourage nepotism in hiring practices; however, the Regulation has had an impact on recruitment efforts of school boards as it limits mobility of teachers.
- b) Letter - PAac
Re: Results from the 2014 SEAC Survey
The letter includes links to website resources that are available for SEAC members.
- c) Policies Under Review
If anyone has any feedback regarding the policies in the package, please forward all comments to Kathie Zatulsky at kathie.zatulsky@mail.rrdsb.com, by December 19, 2014. All feedback will be brought to the attention of the Policy committee.

7. New Business

- a) **Nomination of Chair**
Mike Lewis nominated Allene Perusse as Chair. Allene accepted the nomination. There were no other nominations.

8. Special Education Administrator's Report

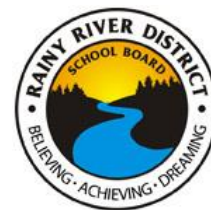
Kelly Forbes, Special Education Administrator for the Rainy River District School Board, provided highlights of the December report.

9. Future Meeting

The next Special Education Advisory Committee meeting will be Wednesday, January 14, 2015.

10. Adjournment

The meeting was adjourned at 1:02 p.m.



Special Education Administrator's Report – Dec. 10, 2014

Regional Special Education Council

The Special Education Administrator and Superintendent of Education (Spec. Ed. Portfolio) attended the Regional Special Education Council meeting on November 17th and 18th. The members of the Regional Special Education Council also had the opportunity to meet with Barry Finlay, Director of the Special Education Policy and Programs Branch for the Ministry of Education, to discuss the provincial direction for special education and the unique needs of the north. The group also discussed best practices, shared resources and attended presentations from the Learning Disabilities Association of Ontario and Lakehead University Faculty of Education.

School Support Services Counseling

The School Support Services Counseling service is now well under way. Roughly 45 students have been referred to the counseling service. Intake for service is scheduled weekly and there is currently no wait list for services.

New Teachers Induction Program (NTIP)

Teachers new to the board met with the Special Education Administrator to discuss special education supports, resources, and responsibilities at the NTIP orientation held on Dec. 10, 2014.

Special Education Law Webinar

On December 8th, the Special Education Administrator, Superintendent of Education, and one school principal attended Hicks and Morley Special Education Law session on exclusions. The panel of lawyers discussed the appropriate use of exclusions.

Applied Behaviour Analysis

On December 2nd, the Special Education Administrator and Behavioural Therapist presented to the Rainy River District School Board Trustees on the topic of Applied Behaviour Analysis.

Board Improvement Planning for Student Achievement Planning (BIPSA)

On December 5th, Senior Administration and School Support Services attended a Board Improvement Planning for Student Achievement meeting with members of the Ministry of Education to review the Board Improvement Plan. Data related to students accessing special education services was highlighted along with next steps to improve their achievement results.

Learning for All

The Rainy River District School Board organized and facilitated a Professional Learning Community session with teams from the Northwest Catholic District School Board, Keewatin-Patricia School Board, and the Kenora Catholic District School Board to highlight the Learning for All document and discuss current board project objectives related to the Learning for All project.