

**GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD  
REPORT OF THE  
SPECIAL EDUCATION ADVISORY COMMITTEE**

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The Special Education Advisory Committee meeting was held on Tuesday, February 9, 2016 at the Administration Office.

**MEMBERS IN ATTENDANCE:**

Susan Smith, Community Living (Windsor/Essex County)  
Mary MacLauchlan, Autism Ontario (Windsor-Essex)  
Karen Wilson, Parents for Children's Mental Health  
Cheryl Lovell, Alternate Trustee  
Kim McKinley, Trustee  
Mary-Ann Fuduric, Brain Injury Association of Windsor & Essex County  
JoAnn Percy, Windsor Council of Home and School Associations  
Beth Cook, Indigenous Community

**BOARD PERSONNEL:**

Lynn McLaughlin – Superintendent of Special Education  
Mike Wilcox, Principals, Special Education Programs and Services  
Melissa DeBruyne – OPC Secondary Representative

**REGRETS:**

Beverly Clarke, Learning Disabilities Association of Windsor-Essex County  
Jackie Connelly – OPC Elementary Representative  
Meghan Johnson, Canadian Hearing Society  
Monica Gilles, Windsor Essex County Down Syndrome Association

**Recorder:** Marion Goyette

1. Call to Order

K. McKinley called the meeting to order at 1:00pm.

2. Attendance

K. McKinley gave regrets from Learning Disabilities Association Windsor/Essex and the Canadian Hearing Society.

3. Approval of the Agenda

**Moved by:** K. Wilson

**Seconded by:** M. MacLauchlan

**That SEAC approve the agenda for February 12, 2016.**

**CARRIED.**

4. Approval of Minutes

**Moved by:** C. Lovell

**Seconded by:** K. Wilson

**That SEAC approve the minutes for January 12, 2015.**

**CARRIED.**

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5. News from the Classroom

Sharon Maxwell, Educational Coordinator presented on the GAINS Demonstration Classroom at Queen Victoria. GAINS staff from the system visit the site to learn classroom teaching strategies to help develop learning/skill development, student independence, self-control and regulation in their own classroom.

6. Business Arising as a Result of the Minutes

L. McLaughlin confirmed that the success rate in Locally Developed courses presented at January's meeting was all students taking the courses in secondary, not only former Westview Academy students.

P. Ricciardi explained that the changes to reflect the suggestions from January 9<sup>th</sup> meeting had been incorporated in the Psychological Assessments: Process and Procedures pamphlet. The committee agreed that the pamphlet was ready for print.

7. Special Education Plan 2016

L. McLaughlin explained that typically the committee breaks the plan up into 3 sections to review at 3 meetings. She doesn't foresee too many changes, mostly numbers, and asked if the committee would prefer to strike a subcommittee or continue to review at SEAC meetings. The committee decided to keep the practice of reviewing at regular meetings. L. McLaughlin will bring the first third of the plan to the March meeting.

8. Special Education Update

L. McLaughlin reported that the Locally Developed Credit Course (LDCC) committee is holding a full day of training on March 1<sup>st</sup>. M. Wilcox added that a section of the day will be students sharing their experiences and bringing in their technology to show the teachers how they use it. LDAWE will be training the teachers on assistive technology as well.

There is a survey being developed for parents in the IPRC review season. Every parent will have the option of responding to the survey at the IPRC meeting or taking it home to complete. Parents who decide to waive the IPRC meeting will also have an opportunity to complete the survey. L. McLaughlin will discuss the possibility of a parent survey for students in the LDCC and reminded the committee that students who are not identified or do not have an IEP also take these courses.

The Reaching Every Learner series will begin next week. Every school will attend 3 sessions.

L. McLaughlin stated that she spoke with Melissa DuBruyne, Principal of Western, and Kristie Sweet, Principal of Westview regarding the renaming of the Adaptive Basic program. The proposal is that a list of possible names for the program is created and the list would be brought to SEAC for input on the new name. The committee agreed to the plan.

*Financial Update*

L. McLaughlin updated the committee on the special education grants. Tim McCarthy manages the ABA Grant under her supervision. Teacher professional development has now resumed and there is an ASD workshop for secondary coming up for teachers who currently have students with autism in their classrooms. The grant covers the release time for teachers to go to workshops, visit the demonstration sites, Connection meetings, Functional Behaviour training and meetings, and behavior team meetings. Glenwood's kindergarten program is being visited as an example of how to accommodate students with Autism in the JK/SK classrooms. They have developed programs/supports that are beneficial for them.

The Leading From the Middle grant has been used for the LD steering committee's teacher release time for meetings and to support the LD@school video filming.

The Learning for All grant has covered the release time for the IEP audit. M. Wilcox explained that the audit included 22 schools. All schools will eventually attend these sessions. The principal, LST and one classroom teacher attend. They learn how to write and share best practices for writing IEPs. In the afternoon the schools examine their own IEPs for areas of improvement and focus from what they learn in the morning. This information then goes back and is shared with all the teachers.

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K. Wilson expressed that the teachers could use help in understanding why accommodations during assessments is on the IEP. L. McLaughlin replied that helping teachers with the IEP is one of the roles of the Educational Coordinators and they can assist with the issue. S. Smith stated that it's important for the report card to follow the IEP to help the parent understand. M. MacLauchlan questioned the school auditing their own IEPs and whether that was transparent. M. Wilcox replied that the Educational Coordinators picked the IEPs to be audited by the school. It was helpful for the school because they knew the students.

9. New Business

M. MacLauchlan informed SEAC that she has been receiving calls from parents specific to children with Autism in the JK/SK classrooms. L. McLaughlin replied that she will bring the questions and concerns to Tim McCarthy and invite him to SEAC in March.

K. Wilson asked if the Board had any leeway in making changes to the report card so that it could be more parent friendly. She hears from parents that it is difficult to tell when the child is not doing well and hard to interpret.

L. McLaughlin responded that report cards are ministry templates. If parents are not understanding report cards the first step is to communicate with the teacher for clarification.

L. McLaughlin reported that Superintendent Lynd asked if SEAC could change the date of the June meeting to accommodate timelines.

**Moved by:** K. Wilson

**Seconded by:** M. MacLauchlan

**That SEAC move the date from June 14 to June 7<sup>th</sup>.**

**CARRIED.**

K. Wilson suggested that a protocol be put in place for the procedure of how and when schools communicate to parents that their child's credit is at risk.

L. McLaughlin replied that there should be no surprises for parents she will remind principals that this should be communicated with parents.

10. Association Reports

*Autism Ontario*

Autism Ontario Windsor-Essex is holding their "Give your heart to Autism" gala on Feb 27<sup>th</sup>. Since this is our largest fundraiser, we have been busy getting ready. Funds from this stay locally. Some funds are used to host our family picnic & Christmas party which are free to members. As well, funds go to summer support for families.

We are also wrapping up several classes this month such as music therapy, cooking class, & friendship group.

*Community Living Windsor/Essex*

No report.

*Parents for Children's Mental Health*

PCMH has teamed with the Centre of Excellence for Child and Youth Mental Health out of Ottawa for this year's Chapter Leader retreat in Toronto. It will be held February 18-20, and Mary MacLauchlan and I will be attending.

*Brain Injury Association of Windsor & Essex County*

The support group for parents is starting next month. Six families are participating. Brain Injury Association in partner with Addiction/Mental Health and Canadian Mental Health will be hosting a workshop in April.

*Windsor Council of Home and School Associations*

No report.

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*Indigenous Community*

The Community is moving along with plans for the conference on May 28<sup>th</sup>. B. Cook has asked the IPC committee and administrators to open the invitation to our SEAC members and is waiting on the answer. A Trustee put in a notice of motion after she made a presentation to the board regarding the recommendations from the Reconciliation Report.

*Trustees*

C. Lovell asked if the members of the committee have received the minutes from MACSE and reminded them that they are posted on the MACSE website for everyone to read. The minutes will be forwarded to L. McLaughlin to send out to the committee. She added the concerns discussed today are the type that can be sent to her as a trustee or as the representative on MACSE.

10. Adjournment

K. McKinley reminded the committee about kindergarten registration the week of February 16<sup>th</sup>. She reported that the Education Expo the Board held at the mall went well.

The meeting adjourned at 2:15pm.

Kim McKinley, Chairperson  
Special Education Advisory Committee

Lynn McLaughlin, Administrative Liaison  
Special Education Advisory Committee