



Special Education Advisory Committee Meeting

Wednesday, February 22, 2017

11:45 a.m.

Northeastern Catholic District School Board

MINUTES

PRESENT: Kay Gaffney, North Eastern Ontario Family and Children's Services / Chair
Joel McCartney, Cochrane Temiskaming Resource Centre / Vice-Chair
Kim Bordignon, Children's Treatment Centre
Val Toner, Community Living Timmins
Billie Richer, VOICE for Hearing Impaired
Colleen Landers, NCDSB Vice-Chair
Elizabeth King, NCDSB Trustee
Daphne Brumwell, Superintendent of Education
Catherine Hoven, Special Assignment Teacher
Judy Piché, Education Services Officer / Recorder

EXCUSED: Mark Lionello, Canadian Mental Health Association
William (Bill) Russell, The Lord's Kitchen
Natalie Parnell, Timmins Family Counselling Centre

1. Welcome and Prayer

Chair Kay Gaffney welcomed everyone and led the group in prayer.

2. Approval of Agenda

MOVED BY: J. McCartney

SECONDED BY: K. Bordignon

THAT the agenda be approved as amended.

CARRIED.



3. Approval of Minutes

MOVED BY: K. Bordignon
SECONDED BY: J. McCartney

THAT the minutes of January 25, 2017 be approved as presented.
CARRIED.

4. Kindergarten Registration

Daphne Brumwell reported that 103 students registered for Kindergarten for September 2017. Of these 103 students, 34 are registered in the French Immersion programs at St. Patrick School in Kapuskasing, Pope Francis Elementary School in Timmins or St. Jerome School in Kirkland Lake. Though down slightly from last year's Kindergarten registration day totals, these numbers are very much in line with the historical trend from previous Kindergarten registration days.

5. Special Education Plan Action Items

5.1 Parent Satisfaction Survey

A parent satisfaction survey will be completed by parents of our students who receive Special Education services. The survey will be completed this year in an electronic format to make the data analysis easier. We would also like to consider providing a survey to our students from Grade 4 and up as well.

5.2 IEP Audit

March 1st is the date scheduled to complete this year's IEP audit. Daphne Brumwell mentioned that it is our hope to get through about half our schools this year. We expect to review IEPs in the Learning Disability, Non-Identified and one other exceptionality.

5.3 SEA Equipment Inventory

We continue to add to the SEA equipment inventory as we have equipment that is declared surplus. Our practice is to go to this inventory before ordering new equipment. Most of the surplus equipment is housed in the basement of the board office. We are mindful of items that have expiration dates or those items that are too old to repair if needed. For SEA Technology, we are doing the same thing. We tend to reassign technology more frequently than we do other equipment and this is helping our budget considerably.

5.4 Distribution/Posting of Special Education Information for Parents

We have been working to update and reorganize the board website. We will be adding sections for Transition Plans and the Special Education Plan, and reorganizing the information found under the Ministry Documents and Resources. All of our new brochures and guides will be accessible on the page. Paper copies of brochures will continue to go out to newly identified students only.

5.5 Early Identification Policy/Procedure

Daphne stated that we have a revised Early Identification Procedure that was completed in the Spring of 2015. We have not yet rolled this out to our staff. With the funds we have received to support the Early Development Instrument data analysis and learning, we have decided to provide our Full-Day Kindergarten teachers with time to review the procedure and complete the required screen. We will determine the amount of time to do this based on the number of students in their class. The screening tool we are using is the Teacher School Readiness Index (TSRI). We anticipate it taking no more than 20 minutes per student to complete the screen. The screen should be done in May or June of Year 1, Year 2 and Grade 1. We anticipate using our online learning platform to develop a course that teachers will access to learn how to use the tool.

5.6 Math Intervention

Daphne Brumwell shared that Tier 2 math intervention is taking place in all NCDSB schools this year. This means that the resource teacher has dedicated at least 5 periods a week to gap closing in mathematics. Our focus is primarily on grades 2, 4 or 7, depending on the school. In some of our schools, we have more than 5 periods a week of intervention scheduled. Our resource teachers are keeping records of student progress over time using our board created diagnostic tools for math. To help support their learning, we have been including our RTs in all the learning that has been taking place with our math leads and principals. We have also afforded each of them the opportunity to complete the How to Learn Math Course for Teachers through Stanford University.

6. MACSE Highlights

The highlights of the Minister's Advisory Council on Special Education (MACSE) meeting held on October 5, 2016 were provided.

7. Agency Reports

Kay Gaffney mentioned that April is Autism Awareness Month. The kick-off will be on Friday, March 31st. T-shirts, designed by children in care, can be purchased online at <http://www.neofacs.org/autism-awareness-month-limited-edition-t-shirts>. Kay also shared an autism link www.autismaspirations.com which provides resources for teachers and parents of children with autism.

8. Date of Next Meeting

The next meeting will take place on Wednesday, March 22, 2017 at 11:45 a.m. at the Northeastern Catholic District School Board or via videoconference.

9. Other Business

- 9.1 The members received a copy of a letter from Nipissing-Parry Sound Catholic District School Board expressing their concerns regarding overall reductions in the Special Education Funding formula.
- 9.2 Daphne Brumwell reported that Darren Berthier has been named Principal of the new Pope Francis Elementary School for September 2017. Erica Raymond will continue in her role of Vice-Principal of the school. Roslyn Gauthier will remain at O’Gorman Intermediate Catholic School, with Betty Pichette supporting in the role of Vice-Principal. The process of asking staff to indicate their preferred work site has been completed and they will be informed of their placement just before March Break. It is understood that provisions for transfers and redundancies will remain in place. The architectural firm responsible for the design of the school has already provided us with a number of excellent things to consider about the design of Pope Francis and we are moving full speed ahead on the plans so that we can secure the necessary contractors to get the work started.

10. Adjournment

MOVED BY: V. Toner
THAT the meeting be adjourned at 12:45 p.m.
CARRIED.