

ST. CLAIR CATHOLIC DISTRICT SCHOOL BOARD

SPECIAL EDUCATION ADVISORY COMMITTEE MEETING

Monday, September 15, 2014 at 7:00 p.m.

Catholic Education Centre, Wallaceburg – St. Louis Conference Room

MINUTES

COMMITTEE MEMBERS:

Community Living Wallaceburg	Derek McGivern
Community Living Chatham-Kent	Derek Jane
Lambton County Developmental Services	Carla Alway
Epilepsy Support Centre	Christine Canniff
VOICE for Hearing Impaired Children	Kathy Arcuri-Arnott
Down Syndrome Association – Lambton County	Kim D'Hooghe
Trustees	Carol Bryden Michelle Parks
Principals Representatives	Anita Cairns Juli Faubert Liz Gibson
Board Advisors	Deb Crawford Lisa Demers Janet Boyle Jennifer Morrow Lisa Thompson-Power

Regrets: Anita Cairns, Juli Faubert, Liz Gibson

Absent: Kim D'Hooghe

1. **CALL TO ORDER**

- A. Welcome by
- B. Prayer
- C. Adoption of Agenda

MOTION BY Derek McGivern and seconded by Kathy Arcuri-Arnott to adopt the agenda.

CARRIED

- D. Review of Minutes from June 9, 2014

MOTION BY Kathy Arcuri-Arnott and seconded by Derek Jane to accept the minutes from the June 9, 2014 SEAC meeting.

CARRIED

2. **PRESENTATIONS**

- A. Board Strategic Plan

Dan Parr

- Recognizing that in order for a Mission Statement to be achieved, it must be well known, the Mission Statement is being highlighted in many ways (e.g. plaques, Board website, prayer cards). Each committee member was provided with one of the prayer cards that highlight our Board Mission statement.
- Lighting the Way – Rejoicing in Our Journey is a publication that outlines the Board’s strategic plan for excellence in our Catholic Schools. The Strategic Plan was developed in collaboration with various stakeholders (staff, students, parents, community).
- The 2014-2015 Action Plan was also discussed which outlines the short-term goals as well as the monitoring and reporting of the achievement of these goals
- Within the past week, this information has been shared with secondary school staffs and there is a plan for roll out for elementary school staffs.

- B. Assistive Technology

Joan Martell

- Joan Martell reviewed her role and responsibilities as Itinerant Technology Teacher. Key components of this position include training students that have SEA equipment, as well as informing parents and providing staff training on products such as Premier Suites, Word Q, Microsoft office, Smart Ideas, Google Drive. Joan highlighted the applicability of these programs for student use in the classroom. Information and help videos related to Premier Suites can be found at www.readingmadeez.com

3. **ASSOCIATION REPORTS**

- A. Community Living Wallaceburg

Derek McGivern

- The AGM was held last week; the agency has just celebrated 58 years.

- B. Community Living Chatham-Kent

Derek Jane

- The AGM was held at which point the agency received their 3 year accreditation; highlights of the Community Living Connection brochure were shared; a walk-a-thon is being held on September 16th at UCC.

- C. Epilepsy Support Centre

Christine Canniff

- In-services/ staff trainings were recently provided at St. Elizabeth. There have been a number of staff changes within the agency. The Epilepsy Support Centre will be having a barbeque at the Red Feather festivities. The Centre is currently busy planning for future activities such as PD Days for students.

- D. VOICE for Hearing Impaired Children

Kathy Arcuri-Arnott

- No report

- E. Down Syndrome Association – Lambton County Kim D’Hooghe
 • No report
- F. Lambton County Developmental Services Carla Alway
 • AGM was held in June. The agency recently celebrated 60 years. The Habitat for Humanity women’s home is now complete and the women will be moving in this month. The Jumpstart committee will be hosting a conference on October 25th with Amy Baskin as the key-note speaker. The event is scheduled for 8:30 – 2:00 at Pathways Centre, Sarnia.

4. UNFINISHED BUSINESS AND BUSINESS ARISING FROM MINUTES

- A. No unfinished business

5. NEW BUSINESS

- A. Special Education Report Lisa Demers
 • The 2014 Special Education report is available on the St. Clair CDSB website (located under the Reports or Special Education tabs).

6. INFORMATION ITEMS

- A. Mental Health Lead Deb Crawford
 • A Mental Health Lead has been hired; the incumbent will begin on October 30, 2014. This will enable us to move forward with the Board Mental Health Plan. More information will be shared as it becomes available.
- B. Violent Threat Risk Assessment Training (Kevin Cameron) Lisa Demers
 • Kevin Cameron will be returning for Threat Assessment Level 1 training on October 21 & 22. As well, level 2 training will take place on October 23 & 24. Kevin is the Director of the Canadian Centre for Threat Assessment and Trauma Response team. At present, there have been over 500 members of the community from Chatham-Kent and Sarnia-Lambton trained, which shows the strong initiative of our community to work in collaboration; including health, education (3 school boards), justice, police, and other various community agencies. A video of the Violent Threat Risk Assessment Community protocol signing ceremony which highlights the commitment of our community was viewed.
- C. Hearing Awareness Workshop Janet Boyle
 • Lauri Doig, Resource Teacher for the Deaf and Hard of Hearing is hosting a hearing awareness workshop on September 25 from 9:00 – 3:00 at CEC, Wallaceburg. Invitation has been extended to teachers, parents and support staff. Jane Peters from Provincial Schools will be presenting on a variety of topics pertaining to individuals who are deaf or hard of hearing. This event has been taking place for 14 years and feedback is always positive. Supply coverage is provided for teachers and support staff that have registered to attend.
- D. New PRT orientation sessions (PRT timeline) Lisa Thompson-Power
 • This year there are 6 PRTs new to the role. Two half day PRT orientation sessions were held to provide small group training regarding the responsibilities associated with the role. A mentor relationship is also established for on-going support. The first session was focussed on learning about the IEP engine. Other topics covered also included PRT timeline; SEA equipment process and procedures; IEP; IPRC; Board support teams; Psycho-Educational Assessments; Provincial School Supports; Intensive Needs Profiles; Educational Assistants and their role. The new PRTs will also participate in the 4 meetings held throughout the year for all Program Resource Teachers. The feedback was very positive.
 • This year, 2 follow up meetings have been scheduled to allow for ongoing feedback.
- E. Geneva Summer Training Jennifer Morrow
 • Training was provided to educational staff members that were new to teaching or new to the field of ASD on August 21st and 22nd in London. SCCDSB had 5 staff attend (4 Program Resource Teachers, 2 of which are new to the role and 1 Elementary Principal). Participants had the opportunity to explore components of communication, social understanding, sensory processing and anxiety. The cognitive components of executive function and learning styles

were also examined and the impact that these components have on behavior were discussed. The feedback was very positive.

F. Community Partners Information

Lisa Demers

- There are a number of useful links on the board website that provide valuable information for parents and community members. Under the parent section there are several links for information related to mental health. A number of these items are also linked under the student tab where relevant (e.g. KIDS help phone contact information).
- The Living our Faith tab was also highlighted. The contents of this tab are aligned with the Board Mission Statement.
- Under the Special Education tab there are links for the Special Education Report, as well a link to pamphlets for community agencies.

G. PRT / CT small group literacy instruction

Lisa Demers

- A 3 year pilot project has been developed to build capacity in the area of literacy instruction. Nine schools have been selected for year 1 implementation. September 18, 2014 has been designated for the first meeting date. Principals, classroom teachers and program resource teachers will be participating to further develop skills related to the implementation of effective small group literacy instruction.

H. December 2014 meeting

Deb Crawford

- The SEAC committee is required to have a set number of meetings throughout the school year and it has been determined that this requirement will be met even if the December meeting is not held. The group discussed cancelling this meeting due to the fact that this month is very busy and inclement weather is often an issue.

MOTION BY Derek McGivern and seconded by Kathy Arcuri-Arnott to cancel the December meeting.

CARRIED

7. REPORTS FROM THE BOARD

- A. A beautiful mass for New Employee was celebrated on September 10, 2014 and was very well attended. Approximately 50 new staff members were presented with Bibles.
- B. Construction was completed on Gregory Hogan Catholic School. The addition was built to accommodate the FDK/ French Immersion students. As well, construction at St. Patrick's Secondary School in Sarnia has been completed. Trustees had an opportunity to tour the school prior to opening and an open house is scheduled for October 16, 2014.

8. QUESTIONS ASKED BY COMMITTEE MEMBERS

- A. No questions

9. NEXT MEETING DATE: **October 20, 2014 at 7:00pm.**

10. AGENDA ITEMS FOR FUTURE MEETINGS

11. ADJOURNMENT

MOTION BY Kathy Arcuri-Arnott and seconded by Derek McGivern to adjourn the meeting at 8:40 pm.

CARRIED