



**Special Education Advisory Committee (SEAC)
Draft Minutes**

April 8, 2013
Boardroom, 5050 Yonge St.

Members Present: Richard Carter; Diana Avon, Dr. Robert Gates, Clovis Grant, Heather Breckenridge, Tammy Simon, Phillip Sargent, Jean-Paul Ngana, Aline Chan , Nora Green, Gal Koren ; Paul Cross; Trustee John Hastings, Trustee Howard Kaplan

Staff Present: Sandy Spyropoulos, Cindy Burley, Margo Ratsep

Regrets: Ginny Pearce, Steven Lynette (Chair); Christina Buczek;

Recorder: Linda Mendonca

Item	Information/Discussion	Action/Recommendation
1. Call to Order	<p>A meeting of the Special Education Advisory Committee was convened at 7:15 p.m. on Monday, April 8, 2013, in the Board Room, 5050 Yonge Street, Toronto, Ontario, with Clovis Grant presiding on behalf of the Chairs.</p> <p>Quorum was not achieved by 7:15pm. Clovis welcomed and introduced the CENSUS Presentation by Roula Anastasakis & Maria Yau.</p> <p>Following the presentation, and question period. Trustee Kaplan officially opened the meeting at 8:21pm. Quorum was achieved.</p>	
2. Approval of the Agenda	<p>Trustee Kaplan suggested amending the agenda in order to cover the essential items:</p> <ol style="list-style-type: none"> 1.) Business arising from the minutes – Add: SEAC/PIAC Working Group Report 2.) Move up item #8 & 9; David Johnston’s report was provided in absentia <p>No further additions were made to the agenda.</p>	
3. Declarations of Possible Conflict of Interest	None noted	
4. Confirmation of the Minutes	<p>The minutes from the March 4th meeting were approved with the following amendments:</p> <ul style="list-style-type: none"> • Item #15. Trustee’s name should be specified as Trustee Sotiropoulos. Philip moved the approval of the minutes. All in favour. 	<ul style="list-style-type: none"> ▪ March 4th minutes approved with the amendments.

Item	Information/Discussion	Action/Recommendation
<p>5. Delegations/Presentations</p> <ul style="list-style-type: none"> • CENSUS Presentation 	<p>Maria Yau & Roula Anastasakis presented on the combined Student & Parent CENSUS.</p> <p>Links to the Student & Parent Census Presentations: Highlights – Kindergarten – Grade 12 are as follows:</p> <p>Parent Census Presentation http://www.tdsb.on.ca/wwwdocuments/programs/student_census/docs/2012%20Parent%20Census%20-%20Previews_v5.pdf</p> <p>Student Census Presentation http://www.tdsb.on.ca/wwwdocuments/programs/student_census/docs/2011%20Student%20Census.pdf</p>	
<p>6. Business Arising from the Minutes</p> <p>a) SEAC/PIAC Working Group Report</p>	<p><u>SEAC/PIAC Working Group Report</u> (See Appendix 1, page #5 & 6)</p> <p>Jean-Paul Ngana reported on the SEAC/PIAC Working Group report. As a result of the motion approved in January for PIAC/SEAC to develop a Terms of Reference (TOR) to organize a Special Education Conference, the Working Group developed the Terms of Reference for the collaboration. Jean – Paul asked members to review the TOR and requested approval of the Terms of Reference.</p> <p>SEAC/PIAC have agreed to work together on mutual goals and to determine the scope of activity. The next SEAC/PIAC Working Group meeting has not been confirmed yet. SEAC needed to endorse the Terms of Reference prior to setting the next meeting date.</p> <p>***Motion to receive the report was moved by Dr. Gates, all in favor.</p> <p>Members discussed the SEAC/PIAC TOR, and suggestions for revisions to the TOR. Jean-Paul will edit the TOR as per the suggestions.</p> <p>***Motion to approve the TDSB SEAC/PIAC Working Group Terms of Reference following the revisions was moved by Diana Avon. All in favor.</p> <p>SEAC was reminded that staff ‘s already full workload should be of taken into consideration Jean-Paul confirmed that the conference would be in-line with what staff is already doing. PIAC’s membership is ward represented. SEAC would provide the expertise in Special Education. The goal is to improve what SEAC is doing. No additional staff engagement or costs are involved.</p>	<p>Motion carried.</p> <p>Motion carried.</p>

Item	Information/Discussion	Action/Recommendation
7. Trustees' Report (Trustees Kaplan/Hastings/Sotiropoulos)	Trustee Hastings reported that he attended a fundraiser with Sandy Spyropoulos for young people organized by Marcia Brown(a TDSB EA) called "Ladies on the Rise & Men of Distinction" to create a positive attitude for young people. They raised \$10,000. Peter Sloley, Jay Martin – CoCo Chanelle were all in attendance.	
8. Chief Academic Officer's Report (Sandy Spyropoulos)	Sandy Spyropoulos presented a report and answered questions. <i>(See Appendix 2, page #7 & 8)</i> ***Motion to extend the meeting to 9:15pm was moved by Trustee Kaplan at 9:00 pm. ***Motion to extend the meeting another 15 minutes at 9:17 moved by Aline Chan Discussion followed regarding need for communicating specific timelines for information on Special Education Strategy for K-12and seeking parent and agency input into the development of the Strategy.	Motion carried Motion carried
9. System Superintendent's Report	Cindy Burley presented a report. <i>(See Appendix 3, page #9)</i> ***Motion to extend the meeting another 5 minutes at 9:30pm moved by Aline Chan.	Motion carried
10. Professional Support Services Report	David Johnston was unable to be at today's meetings. He submitted a report. <i>(See Appendix 4, page # 10 & 11)</i>	
11. Correspondence Received by the Chair	No correspondence received.	
12. Reports/Updates from SEAC/other TDSB Subcommittees	<ul style="list-style-type: none"> • Budget Sub-Committee • Bylaws Sub-Committee • Communications Sub-Committee • Facilitator Sub-Committee • Guidelines on Accessible Education & Equity Sub-Committee • PIAC/SEAC Combined Work Group on Special Education • Special Education Sub-Committee There were no committee reports	
13. Local SEAC Association Reports	There were no Association reports.	
14. New Business	No new business.	

Item	Information/Discussion	Action/Recommendation
15. Adjournment	Richard moved a motion to adjourn the meeting at 9:35 p.m. All in favour.	The motion carried.

TDSB SEAC and PIAC Working Group Terms of Reference

1. Setting the Context

- Based on PIAC feedback from parents about their concerns regarding all aspects of special education programs and services (e.g. from identification through to program delivery)
- SEAC has acknowledged the importance of collaborating with PIAC in addressing special education issues and concerns following a deputation made by PIAC members in late 2012. Need for greater parent's education regarding their rights and obligations, and that of students, advocating for their child, tools for student success, navigating the system etc.
- SEAC and PIAC have therefore decided to collaborate in order to take concerted actions, towards meeting their respective mandate.

1.1 Purpose

- To support the collaboration between SEAC and PIAC in identifying issues related to parents and community involvement, and a systematic gathering of the perspectives of parents of children with special needs.
- To review and make recommendations for action through SEAC and/or PIAC (e.g. request for information and/or clarification to TDSB staff)

1.2 Scope

In Scope:

- Support to collaboratively organize city wide events or workshops for Parent and Guardian Empowerment on Special Education (e.g. improving knowledge and awareness of parents and community on government regulations related to special education, TDSB policies and procedures that affect children with special needs, such as Safe and Caring Schools)
- knowing the system – including parents rights, system resources, etc
- navigating the system – including transitions, etc
- advocating both within and outside the system – including Parent Concern Protocol, etc
- supporting your child at home - tools for student success within and outside TDSB

Not In Scope:

- Development of Special Education promotion materials

2. Role and Responsibilities

2.1 Role of SEAC

Share experience and expert knowledge, resources within and outside the board *SEAC-PIAC Working Group on Special Education ToR April 8 2013 Received by SEAC (April 8 2013) & PIAC 2*

- Collaborate on the organization and operation of city wide events or workshops for parent and guardian empowerment on special education
- provide resources on SEAC and member agencies, and facilitate applicable workshop
- provide input and feedback on the format of the events and workshops
- provide suggestions on speakers and topics of workshops
- assist in the promotion of the events
- staff SEAC information booth

2.2 Role of PIAC

- Create an issue log for TDSB parent and community experience (PCEX) on special education, for a systematic collection/capture of parent and guardian concerns about special education in TDSB (e.g. through the Ward representatives)
- Distribute any SEAC communication/information for parents/guardians of children with special needs
- Confirm funding and financial resources available for parent and guardian empowerment on special education
- Event planning (e.g. booking of space/venue and payment of presenters/speakers)
- Collaborate with SEAC on the content based on parent concerns
- facilitate workshops
- staff information booth
- Share the most current and up to date PCEX on special education with SEAC

2.3 Role of SEAC/PIAC Working Group

- Review and analyze the TDSB PCEX on special education
- Synthesize the issues and concerns raised in TDSB PCEX on special education and make recommendations to SEAC and PIAC on actions to address identified issues and concerns (e.g. special education events or workshops)
- to facilitate the free flow of information between the two advisory committees (including TDSB staff) to ensure knowledge of parent concerns and to facilitate the flow of information from SEAC to parents (this will involve notifying SEAC members of ward or quadrant meeting schedules and SEAC will identify those members that will attend each meeting)
- to develop support materials, for the review of SEAC and PIAC, on issues of common concerns that require board advocacy regarding policy
- to identify opportunities to provide education to parents and make recommendations to SEAC and PIAC on effective and efficient collaborative use of SEAC and PIAC web presence (e.g. PIAC website and SEAC web page)

3. Membership and roles of Individual Members *SEAC-PIAC Working Group on Special Education ToR April 8 2013 Received by SEAC (April 8 2013) & PIAC 3*

3.1 Membership Name	Committee
Jean-Paul Ngana	SEAC
Clovis Grant	SEAC
Yama Arianfar	SEAC
Dagmar Grasser	PIAC
Ricardo Francis	PIAC
Laurie Green	PIAC
Virginia Ludy	PIAC

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Chief Academic Officer's Report
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World Autism Awareness Day – April 2

Director Quan, Margo Ratsep and I attended the “Raise the Flag” ceremony on April 2, 2013 at City Hall to mark this significant day. A proclamation was read on behalf of the Mayor declaring this day to be recognized by the City of Toronto every year.

RJ Lang Elementary and Middle School participated in a similar flag raising ceremony at their school on April 2nd and the entire school engaged in discussions and activities to promote Autism awareness and a greater sense of empathy and understanding.

Special Education Assistive Technology Team Receives Two Awards

- a) The Learning Partnership has recognized our Special Education Assistive Technology team for their innovative practices in the use of digital technology to support teaching and learning for all students.
- b) The Canadian Education Association (CEA) has announced the Ken Spencer Award for Innovation in Teaching and Learning 2012-2013 Finalists. Our Special Education Assistive Technology team is one of these 15 finalists. This award is given to educators from across the country who have developed ambitious school-wide initiatives and in the process have created exemplary program models for other school districts to follow. Our TDSB SEA team received this recognition for the professional learning programs they provide to help teachers learn how to implement technology in meaningful ways to support the learning needs of students with special needs.

Congratulations to Angie Scarano-Iuorio and the entire SEA team for their leadership, dedication and remarkable work in supporting our students and staff through these innovative uses of technology.

Parent Session on Suicide Prevention and Intervention– Dr. Ian Manion

The Professional Support Services department is hosting Dr. Ian Manion who will be speaking with parents about suicide prevention and intervention. The session will take place on Thursday, April 25 at 7:00 to 8:30 PM at North York Civic Centre – 5100 Yonge Street (Members Lounge).

Dr. Manion is a clinical psychologist, researcher and executive director of the Provincial Centre of Excellence for Child and Youth Mental Health at CHEO. He is also the co-chair of the Canadian Child and Youth Health Coalition and the inaugural chairman of the National Infant, Child and Youth Mental Health Consortium. As a leader and advocate, he is supporting provincial, national and international efforts to build a child and youth mental health system that is effective, responsive, accessible and accountable.

Staffing

We are in the process of conducting interviews for our central administrator positions for Special Education and Section Programs. We are changing one of our Supervising Principal positions to a Central Co-ordinating Principal position to support the work of the System Superintendent and the Chief Academic Officer.

2012 Kindergarten - Grade 6 Parent Census

Some summary highlights of the Parent Census were shared by the Research department at the beginning of the SEAC meeting. Themed Fact Sheets with detailed findings based on in-depth analyses will be released monthly starting April, 2013.

Toronto Area Regional Special Education Council

On Friday, April 5, Cindy Burley, Irene Consack and I attended the Regional Special Education Council meeting. In addition to a Ministry of Education update from Barry Finlay, Carolyn Anco and Tom Adams, we had an opportunity to engage in discussions with Special Education leaders from other surrounding Boards about “Special Education in Secondary schools”. We heard and shared ideas on modifications, transitions, program delivery and other pertinent issues related specifically to secondary schools. We also heard a presentation from Kirk Mark from TCDSB on “Ableism” Through the Lens of Equity.

Parent Academy Conference – May 4, 2013

On Saturday, May 4, Model Schools for Inner Cities (MSIC) is organizing a *Parent Academy Conference*. The topic will be gender equity. This conference is being organized in 3 different locations in partnership with Plan Canada “Because I am a Girl”. Participants will have the opportunity to share their experiences, concerns, tips and successes on a variety of topics affecting gender.

The conference locations are:

East Site: Cedarbrae Collegiate Institute

550 Markham Road
Scarborough, Ontario
M1H 2A2

West Site: John Polanyi Collegiate Institute

640 Lawrence Avenue West
North York
M6A 1B1

Central Site: Queen Alexandra Middle School

181 Broadview Avenue
Toronto, Ontario
M4M 2G3

Conference Time

10:00 – 2:30 p.m., Doors open at 9:00 a.m

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Professional Development for School-based Staff

On March 20, a group of secondary teachers participated in Part 3 of a session on GLE, General Learning Strategies for Students with Special Education Needs. The session was co-facilitated by Special Education and staff from the Guidance Department.

Alternative Report Card for Students in DD(ISP) Classes

The web-based version of the alternative report card, that has been used by teachers in our classes for students with developmental disabilities, will be piloted this June by a number of elementary and secondary schools. Full implementation is expected in the Fall of 2013.

Support for Secondary Schools

Special Education staff have been working on a Q and A booklet to assist the secondary schools to maximize their use of the special education allocations. Specifically, we have been addressing issues related to the delivery of resource and GLE courses.

Planning for Transitions

Special Education staff have been working on a number of documents to support transitions into school, during and post-graduation. This work is part of the preparations for the implementation of PPM 156 during the e2013-14 school year. To date, we have analyzed the various changing criteria to the school environment, people, resources, etc.

APPENDIX #4: Professional Support Services Report

Special Education Advisory Committee Professional Support Services – David Johnston April 8, 2013

Professional Support Services Initiative

The Professional Support Services will be working on a collaborative project that will bring together staff around a common topic. The theme that has been identified is, “Priming Children for Success”.

This theme was selected due to the fact that all the services have done work on this topic and could contribute to the development of the initiative. While we want to acknowledge the current efforts in this area, we also want to push beyond what we have already done and move forward to create something new that is responsive to student, school and parent needs. The intent is to use the theme to move from a problem-focused perspective and shift to a more positive, preventive and strength-enhancing perspective. As we move through the process, we expect to identify resources, programs, and literature that will result in a variety of outcomes that could include: prevention activities, evidence-based practices, professional development sessions for a variety of groups.

In an attempt to kick-start this project, we are bringing together a selected group of staff from each of the services. This will be a “Think Tank” to generate ideas and help us being to shape the project. We see this is an opportunity for our services to work together, build partnerships and deliver some creative new programs, resources, and supports for students, parents and staff.

Service Statistics March 2013

	Psych.	Social Work	Attend.	SLP	OT/PT	Child & Youth Services
Referrals	7517	6546	1955	4986	1223	1387
Completed	4122	103	334	2436	445	100
Wait List	2032	183	33	1153	38	0
In Progress	913	6382	1663	1262	1097	1287

SEAC Service Statistics Year to Date (March 2013)

