

KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

**SPECIAL EDUCATION ADVISORY COMMITTEE MINUTES**

Tuesday, October 6, 2020 at 3:30 p.m.  
Room 158, Education Centre, Peterborough ON

**ATTENDANCE**

Present: A. Cranfield Five Counties Children’s Centre  
(Committee Chairperson)  
A. Lloyd Trustee (Committee Vice-chairperson)  
J. Klassen Jeninga Trustee (Alternate)  
C. Dickson Trustee  
T. Hill Development Services Ontario  
W. Johansen Ontario Association of Families of Children with  
Communication Disorders  
M. Robinson Autism Ontario – Peterborough Chapter

Regrets: K. Carson Fetal Alcohol Spectrum Disorder Peterborough  
A. Rodriguez Community Living Peterborough  
A. Smoke First Nations  
K. Traynor Down Syndrome Association of Peterborough

Absent: D. Toth Alternative Community Program Services  
Incorporated

Also Present: A.M. Duncan, C. Filip, J. Massie, A. Hunt-Schmoll, B. Hollinger,  
M. Jubinville, M. Kerr, and L. Hull

Considering the current health advisory and public health measures in place provincially, several members were in attendance virtually through WebEx and in-person following mask protocols and social distancing.

**Land Acknowledgement**

A. Cranfield, Committee Chairperson, called the meeting to order at 3:34 p.m. and welcomed members and guests to the meeting. It was recognized and acknowledged that the Committee was meeting on the traditional territory of the Mississauga First Nations.

**Adoption of Agenda**

Due to lack of quorum, the Adoption of the Agenda for Tuesday October 6, 2020 will move forward to November 3, 2020.

**Adoption of Minutes**

Due to lack of quorum, the Adoption of the Minutes from Tuesday October 6, 2020 will move forward to Item 3 on November 3, 2020.

### Board Report

Trustees updated the committee on events and initiatives being undertaken by the Board. Trustee A. Lloyd commented on the COVID-19 cases within our schools, the Board's collaboration with the Peterborough Public Health, and the implementation of all COVID-19 protocols. Trustee A. Lloyd reported on the retirement of Superintendent J. Tompkins.

### Presentation

M. Kerr, M. Jubinville, and B. Hollinger, Instructional Leadership Consultants, presented on the role of the Special Education Resource Teacher (SERT,) outlining:

- The Special Education Vision Statement;
- The four components of the SERT role;
- Resources to support students and staff;
- The technology and tools that SERTs use in their role;
- Individual Education Plan (IEP) development and steps followed;
- The pathways for supporting students with complex needs in our system;
- School-based special education interventions that maximize student achievement.

Questions of clarification posed by committee members were addressed by M. Kerr, M. Jubinville and B. Hollinger.

### Administrative Update

Superintendent Duncan introduced Deanna Swift, Executive Officer of Professional Services. D. Swift informed the committee that she has been awarded a secondment position to work at School Mental Health Ontario, an organization funded by the Ministry of Education, until August 31, 2021. Her role will be School Mental Health Implementation Coach with a portfolio lead in Special Education and Mental Health. Committee members expressed their congratulations. D. Swift will return to Kawartha Pine Ridge District School Board September 2021.

Superintendent Duncan provided committee members with the highlights of the new Attendance Quick Guide for schools, which includes new reporting procedures for COVID-related absences. Accurate enrolment must be maintained for funding and Ontario School Information System (OnSIS) reporting. Superintendent Duncan briefly reviewed the draft Enrolment Register Instructions for elementary and secondary schools.

Superintendent Duncan provided an enrolment overview for both the elementary and secondary virtual schools, number of IEPs and allocation of SERTs. The committee heard that Student Incidence Portion (SIP) claims were approved by the Ministry and the Board received the \$7 million from the 2019-2020 school year.

Superintendent Duncan shared that the director was making a request to the Ministry that all SIP claims be rolled over from last year if the student is still in our system. The committee will be informed once the decision has been received.

Questions of clarification posed by committee members were addressed by the superintendent.

#### Correspondence

A letter was received from the Hastings and Prince Edward County District School Board sent on behalf of their Special Education Advisory Committee (SEAC), to the Minister of Education, regarding the Minister's Advisory Council on Special Education. Committee members agreed that a similar letter from the committee would not be sent at this time.

#### Association Updates

The following associations provided verbal reports that included updates on upcoming meetings, in-services, projects, and various events:

- Development Services Ontario
- Autism Society of Ontario
- Ontario Association of Families of Children with Communication Disorders.
- Five Counties Children's Care

#### Future Topics

November 3	Special Education Technology
January 5	Executive functioning
February 2	ASD and Mental Health
March 2	Self-regulation
April 6	Language and Behaviour
May 4	Budget
June 1	LLS Programs
June 15	Restorative Circles
All Meetings	Review of the Special Education Plan

#### Future Meeting Dates

The next meeting of the Special Education Advisory Committee will be held in Room 158 and WebEx at the Education Centre, 1994 Fisher Drive, Peterborough, at 3:30 p.m. on November 3, 2020.

#### Adjournment

Due to lack of quorum, the adjournment was not carried. The meeting ended at 5:27 p.m.

Angela Lloyd  
Committee Vice-Chairperson