

#### OUR MISSION

*The Toronto Catholic District School Board is an inclusive learning community uniting home, parish and school and rooted in the love of Christ. We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.*

#### OUR VISION

*At Toronto Catholic we transform the world through witness, faith, innovation and action.*



## **MINUTES OF THE REGULAR MEETING OF THE SPECIAL EDUCATION ADVISORY COMMITTEE PUBLIC SESSION**

**HELD WEDNESDAY, MAY 11, 2022**

### **PRESENT:**

**Trustee:** N. Crawford

**External Members:** George Wedge, Chair  
G. Feldman, Vice Chair -Virtual  
M. Da Costa - Virtual  
W. Layton – Virtual  
L. Mastroguseppe -Virtual  
Lisa McMahon – Virtual  
T. Munro  
Deborah Nightingale - Virtual  
Mary Pugh – Virtual

**Staff:** C. Fernandes  
A. Coke  
V. Cocco  
M. Gendron  
R. Macchia  
M. Meehan  
J. Mirabella  
D. Reid  
P. Stachiw

S. Hinds-Barnett, Acting Recording Secretary

### **3. Roll Call and Apologies**

Trustee Di Giorgio and Melanie Battaglia were absent, as well as Trustee Kennedy who was on leave of absence due to her candidacy in the upcoming Ontario Provincial elections.

### **4. Approval of the Agenda**

MOVED by Tyler Munro, seconded by Geoffrey Feldman, that the Agenda, as amended to include the Addendum, be approved.

MOVED in AMENDMENT by Deborah Nightingale, seconded by Trustee Crawford, that the following Items be added to the agenda:

#### **Inquiries from Deborah Nightingale:**

1. Regarding Otis-Lennon School Ability Test (OLSAT), Identification and Placement Review Committee (IPRC) meetings and placement offers for all Grade 4 and Grade 5 students;
2. Regarding Grade 4 and Grade 5 students (attending virtual or in person) who have not yet written the Otis-Lennon School Ability Test (OLSAT);
3. Regarding attendance and open houses for Grades 5-8 Gifted Withdrawal programs and Grades 6-8 Gifted Congregated programs;
4. Regarding SEAC goal to COVID-proof testing/assessment, Individual Education Plans (IEPs) and Identification and Placement Review Committee (IPRC) processes for all exceptionalities; and
5. Regarding Right to Read Inquiry Report and the state of math instruction at Toronto Catholic District School Board (TCDSB).

On the Vote being taken, the AMENDMENT was declared

CARRIED

On the Vote being taken, the Motion, as amended, was declared

CARRIED

Wendy Layton joined the virtual meeting at 7:11 p.m.

**5. Declarations of Interest**

There were none.

**6. Approval and Signing of the Minutes**

MOVED by Lori Mastrogiuseppe, seconded by Mary Pugh, that the Minutes of the Meeting held April 6, 2022 be approved.

On the Vote being taken, the Motion was declared

CARRIED

Lisa McMahon joined the virtual meeting at 7:18 p.m.

## 8. Presentations

MOVED by Deborah Nightingale, seconded by Tyler Munro, that Item 8a) be adopted as follows:

- 8a) Angel Foundation for Learning - John Yan, Executive Director, The Angel Foundation for Learning** received.

On the Vote being taken, the Motion was declared

CARRIED

## 9. Notices of Motion

MOVED by Tyler Munro, seconded by Lori Mastrogiuseppe, that Item 9a) be adopted as follows:

- 9a) From Tyler Munro, representative of Inclusion Action in Ontario regarding Updating the Identification, Placement and Review Committee (IPRC) Process so parents are informed with accurate potential outcome information** that this item be considered at the June 8, 2022 Special Education Advisory Committee Meeting.

Whereas: Ontario Regulation 181/98 explains the IPRC process and requires the Board to inform parents of a placement decision and either receive their consent or wait until the appeal period has expired;

Whereas: Often in IPRC meetings staff will not clearly explain outcomes to parents when recommending an Identification and/or Placement to parents;

Whereas: In IPRC meetings staff will often rely on anecdotal or personal experience statements and do not site research to support those statements when requesting and obtaining parental consent. Parents often feel they were not adequately informed at the time they gave consent;

Whereas: It is always best practice to ensure staff obtain “informed consent” from parents when going through the IPRC process; and

Whereas: Staff should not be providing opinions to parents that are not research based.

Be it resolved that: SEAC recommend that with every IPRC meeting parents be presented with the percent of students in each rubric measured with Education Quality and Accountability Office (EQAO) for each grade (including did not write) and overall graduation results for past year for all students with that identification and placement, that identification and all placements, and all students at the board; **(Refer Draft sample report as attachment)**

Be it resolved that: SEAC recommend that if the number of students would be so small as to risk privacy issues expand the time frame from the previous year to the past 3 or 5 years and note the timeframe accordingly;

Be it resolved that: SEAC recommend that if the EQAO tests were not written in a specific year exclude that year from the calculation. For 1-year calculations use the most recent valid year; and

Be it resolved that: SEAC recommend that this information be included in the “Parents Guide to Special Education” and in the special education plan sections for IPRCs and Placements offered by the board along with the Accountability Framework for Special Services document.

MOVED by Tyler Munro, seconded by Lori Mastrogiuseppe, that Item 9b) be adopted as follows:

- 9b) From Tyler Munro, representative of Inclusion Action in Ontario regarding Parents Guide to Special Education - Title Improvement** that this item be considered at the June 8, 2022 Special Education Advisory Committee Meeting.

Whereas: The Parent's Guide to Special Education (the Guide) is a required document by the Ministry of Education and Ontario Regulations 181/98;

Whereas: The Ontario Regulation 181/98 required the Guide to be distributed to parents prior to an Identification, Placement and Review Committee (IPRC) meeting;

Whereas: The Guide is part of the Special Education plan review process and Ontario Regulations 464/97 requires SEAC review the special education plan annually;

Whereas: The contents of the Guide explain to a parent what an IPRC meeting is, how it is conducted, the rights and obligations of all parties in the process and other relevant information; and

Whereas: The title of the Guide does not reference IPRC and is unclear that it is the primary information guide for parents for the IPRC.

Be it resolved that: SEAC recommend to the Board that a subtitle or second title be added below the main title that states "Understanding the IPRC process".

MOVED by Tyler Munro, seconded by Lori Mastrogiuseppe, that Item 9c) be adopted as follows:

- 9c) From Tyler Munro, representative of Inclusion Action in Ontario regarding Update to the Identification, Placement and Review**

**Committee Process to Help Parents** that this item be considered at the June 8, 2022 Special Education Advisory Committee Meeting.

Whereas: The Parent's Guide to Special Education (the Guide) is a required document by the Ministry of Education and Ontario Regulations 181/98;

Whereas: The Ontario Regulation 181/98 required the Guide to be distributed to parents prior to an IPRC meeting;

Whereas: The Guide is part of the Special Education plan review process and Ontario Regulations 464/97 requires SEAC review the special education plan annually;

Whereas: The contents of the Guide explain to a parent what an IPRC meeting is, how it is conducted, the rights and obligations of all parties in the process and other relevant information;

Whereas: The parents often feel unprepared and uninformed about IPRC meetings; and

Whereas: The Ministry document "Special Education in Ontario Kindergarten to Grade 12, Policy and Resource Guide, 2017" in Section D "The Identification Placement, and Review Committee (IPRC) Process" on page D8 the Policy and Resource Guide lists items that should happen "Prior to the IPRC meeting" (text below)

Some time prior to an IPRC meeting, it is advisable that the principal and/or a designated school staff member arrange to meet with the parents for a preliminary discussion in order to:

- make sure that parents understand their rights concerning the IPRC, as explained in the parents' guide;
- request any additional information from parents that may be relevant to the IPRC decision;

- review the results of educational and other assessments that were conducted with the student;
- outline the agenda for the IPRC meeting;
- explain the recommendations that will be made by the school staff;
- discuss the possible decisions the IPRC might make; and
- answer any questions

Be it resolved that: SEAC recommend to the Board that “Prior to the IPRC meeting” information be clearly shown in the Parent’s Guide to Special Education, and the IPRC section of the Special Education Plan;

Be it resolved that: SEAC recommend to the Board when the notice of the IPRC meeting goes out it include a statement by the principal as to what the staff’s recommendations will be for Identification and Placement at the IPRC meeting;

Be it resolved that: SEAC recommend to the Board when the notice of the IPRC meeting goes out it include a statement by the principal certifying they did include, as required by Regulation 181/98, the “Parents Guide to Special Education” and proof of delivery or an acknowledgement of receipt section to be completed by the parents be saved when they respond; and

Be it resolved that: SEAC recommend to the Board that if parents choose to be present at the IPRC meeting with the actual meeting notice that includes the date, time and location all documents that will be relied upon or referenced by staff and submitted to the committee chair, as required by Regulation 181/98, for review at the meeting be provide to the parent with the meeting notice. If an IEP or other accommodation plan exists the most recent one(s) must always be included in the package to the parents.



## **10. Consent and Review**

The Chair reviewed the Order Page and the following items were held:

- 11b) Safe School Committee Update (Verbal) - Tyler Munro, Inclusion Action in Ontario Representative – Tyler Munro;
- 11c) 2021-2022 Exceptionalities Data as of March 31, 2022- Deborah Nightingale;
- 11d) Special Education Programs for 2022-2023 Update (Verbal) - Maria Meehan, Superintendent of Special Services – Tyler Munro;
- 11e) Parents Reaching Out (PRO) Grants Update (Verbal) - Maria Meehan, Superintendent of Special Services – Tyler Munro;
- 12a) Special Education Superintendent Update - May 2022 – Trustee Crawford;
- 12b) Response to the Motion from the Special Education Advisory Committee (SEAC) regarding Exclusions – Tyler Munro;
- 15b) Consideration of Motion from Melanie Battaglia regarding Draft Policy/Program Memorandum (PPM) No – 81- Deborah Nightingale;

### **Inquiries from Deborah Nightingale:**

- 18a) Regarding Otis-Lennon School Ability Test (OLSAT), Identification & Placement Review Committee (IPRC) meetings and placement offers for all Grade 4 and Grade 5 students – Deborah Nightingale;
- 18b) Regarding Grade 4 and Grade 5 students (attending virtual or in person) who have not yet written the Otis-Lennon School Ability Test (OLSAT) – Deborah Nightingale;

- 18c) Regarding attendance and open houses for Grades 5-8 Gifted Withdrawal programs and Grade 6-8 Gifted Congregated programs – Deborah Nightingale;
- 18d) Regarding SEAC goal to Covid-proof testing/assessment, Individual Education Plans (IEPs) and Identification & Placement Review Committee (IPRC) processes for all exceptionalities – Deborah Nightingale; and
- 18e) Regarding Right to Read Inquiry Report and the state of math instruction at Toronto Catholic District School Board – Deborah Nightingale.

MOVED by Tyler Munro, seconded by Trustee Crawford, that items not held be received.

On the Vote being taken, the Motion was declared

CARRIED

**ITEMS NOT HELD AS CAPTURED IN ABOVE MOTION**

- 11f) Special Education Advisory Committee (SEAC) Annual Calendar (DRAFT) as of May 11, 2022; and
- 15a) Response to Special Education Advisory Committee (SEAC) Motion Regarding Clear Masks

## 11. Annual Calendar Items

### 11a) **Special Education Plan Review from the Special Education Advisory Committee Informal Working Group** this item was withdrawn.

MOVED by Tyler Munro, seconded by Deborah Nightingale, that Item 11b) be adopted as follows:

### 11b) **Safe School Committee Update (Verbal) - Tyler Munro, Inclusion Action in Ontario Representative** that this item be deferred to the June 8, 2022 Special Education Advisory Committee Meeting

On the Vote being taken, the Motion was declared

CARRIED

MOVED by Deborah Nightingale, seconded by Mary Pugh, that Item adopted as follows:

### 11c) **2021-2022 Exceptionalities Data as of March 31, 2022** received.

On the Vote being taken, the Motion was declared

CARRIED

MOVED by Tyler Munro, seconded by Mary Pugh, that Item 11d) be adopted as follows:

- 11d) Special Education Programs for 2022-2023 Update (Verbal) – Maria Meehan, Superintendent of Special Services** received.

On the Vote being taken, the Motion was declared

CARRIED

MOVED by Tyler Munro, seconded by Lori Mastrogiuseppe, that Item 11e) be adopted as follows:

- 11e) Parents Reaching Out (PRO) Grants Update (Verbal) - Maria Meehan, Superintendent of Special Services** received.

On the Vote being taken, the Motion was declared

CARRIED

**12. Reports of Officials for Information by the Board/Other Committees**

MOVED by Trustee Crawford, seconded by Tyler Munro, that Item 12a) be adopted as follows:

- 12a) Special Education Superintendent Update - May 2022** received.

On the Vote being taken, the Motion was declared

CARRIED

MOVED by Tyler Munro, seconded by Mary Pugh, that Item 12b) be adopted as follows:

- 12b) Response to the Motion from the Special Education Advisory Committee (SEAC) regarding Exclusions** that this item be deferred to the June 8, 2022 Special Education Advisory Committee Meeting

On the Vote being taken, the Motion was declared

CARRIED

**15. Matters Referred/Deferred to the Committee by the Board and Other Committees**

MOVED by Deborah Nightingale, seconded by Tyler Munro, that Item 15b) be adopted as follows:

- 15b) Consideration of Motion from Melanie Battaglia regarding Draft Policy/Program Memorandum (PPM) No – 81** that this item be deferred to the June 8, 2022 Special Education Advisory Committee Meeting

Whereas: The Ministry of Education (the "Ministry") has proposed revisions to Policy/Program Memorandum (PPM) No. 81 – Provision of Health Support Services in School Settings in 2021-22: New Expectations/Draft PPM 81 ("Draft PPM-81") and invited consultation from stakeholders;

Whereas: The TCDSB is a stakeholder invited to participate in the review of the Draft PPM-81 and to provide recommendations to the Ministry regarding the Draft PPM-81; and

Whereas: SEAC supports the government's objectives with the Draft PPM-81, including without limitation to strengthen evidence-based practices, to improve access to a quality of health, rehabilitation and community-based clinical services in schools, and to clarify roles and responsibilities to address gaps in services, for all students receiving Special Education programs and services at the TCDSB.

Be it resolved that: SEAC provide recommendations to Board regarding the Draft PPM-81.

## **18. Inquiries and Miscellaneous**

MOVED by Deborah Nightingale, seconded by Mary Pugh, that Item 18a) be adopted as follows:

- 18a) Inquiry from Deborah Nightingale regarding Otis-Lennon School Ability Test (OLSAT), Identification and Placement Review Committee (IPRC) meetings and placement offers for all Grade 4 and Grade 5 students received.**

On the Vote being taken, the Motion was declared

CARRIED

MOVED by Deborah Nightingale, seconded by Trustee Crawford, that Item 18b) be adopted as follows:

- 18b) Inquiry from Deborah Nightingale regarding Grade 4 and Grade 5 students (attending virtual or in person) who have not yet written the Otis-Lennon School Ability Test (OLSAT) received.**

On the Vote being taken, the Motion was declared

CARRIED

MOVED by Deborah Nightingale, seconded by Trustee Crawford, that Item 18c) be adopted as follows:

- 18c) Inquiry from Deborah Nightingale regarding attendance and open houses for Grades 5-8 Gifted Withdrawal programs and Grades 6-8 Gifted Congregated programs received.**

On the Vote being taken, the Motion was declared

CARRIED

MOVED by Deborah Nightingale, seconded by Trustee Crawford, that Item 18d) be adopted as follows:

- 18d) Inquiry from Deborah Nightingale regarding SEAC goal to Covid-proof testing/assessment, Individual Education Plans (IEPs) and**

**Identification and Placement Review Committee (IPRC) processes for all exceptionalities** received.

On the Vote being taken, the Motion was declared

CARRIED

MOVED by Deborah Nightingale, seconded by Tyler Munro, that Item 18e) be adopted as follows:

**18e) Inquiry from Deborah Nightingale regarding Right to Read Inquiry Report and the state of math instruction at Toronto Catholic District School Board** received.

On the Vote being taken, the Motion was declared

CARRIED

## **21. Adjournment**

MOVED by Tyler Munro, seconded by Lori Mastrogiuseppe, that the meeting be adjourned.

On the Vote being taken, the Motion was declared

CARRIED



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SECRETARY

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CHAIR

## Draft Sample report (Refer item 9a)

Autistic	Grade 3 Math					Grade 3 Reading					Grade 3 Writing				
EQAO level	NW	1	2	3	4	NW	1	2	3	4	NW	1	2	3	4
Regular Class	12%	10%	25%	35%	18%	12%	10%	25%	35%	18%	12%	10%	25%	35%	18%
Indirect Assistance															
Resource Assistance	Etc ...														
Regular Class Withdrawal Assistance															
Special Education Class with Partial Integration															
Special Education Class Full Time															
All students Identified as autistic															
All Students															

Repeat for Grade 6 tests, Grade 9 math, OSSLT first attempt, OSSLT subsequent attempts, Graduation 4 years, 5 years, or more years, and did not graduate.