



June 11, 2024

**Regular Board
Meeting Package**

**IN-PERSON MEETING
Ear Falls PS
Ear Falls**

KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING #8

Tuesday, June 11, 2024 Time: 5:00 pm CST	<i>Ear Falls Public School (Google Link for internal use only)</i>
AGENDA	

1. Call to Order Chair
2. Land Acknowledgement Chair
3. Roll Call Exec Asst
4. Declaration of Conflict of Interest Chair
5. Approval of Agenda and Consent Agenda for June 11, 2024 Chair
6. Consent Agenda Chair
 - 6.01 Business Arising from the Committee of the Whole
 - A. Policy #322 Code of Conduct Δ *pages 5-18*
 - B. Removal of Policy #326 Curriculum Implementation and Review Δ *pages 19-25*
 - C. Policy & Procedure #404 Program Implementation *pages 26/27*
 - D. Policy #405 Third Party Speakers and External Presenters *pages 28/29*
 - 6.02 Confirmation of Minutes: May 14/24 Δ *pages 30-34*
 - 6.03 Reports and Accompanying Motions
 - A. Education
 - B. Executive Committee Report
 - i. School Council Year-End Reports Δ *pages 35-48*
 - C. Finance/Audit
 - D. Human Resources
 - i. Employee Recognition 2023-2024 Δ *pages 49-57*
 - E. Operations
 - F. Committee Updates
 - i. Early Years Education Advisory Committee
 - ii. Finance
 - iii. Audit
 - iv. Indigenous Education Advisory Committee
 - v. Ontario Public School Boards Association
 - vi. Parent Involvement Committee/School Councils
 - vii. Special Education Advisory Committee Δ *pages 58-63*
 - viii. Supervised Alternative Learning
7. Students Come First Presentation – Ear Falls Public School Δ *pages 64-72* S. Bailey
 - **Ear Falls Pathways**
 - Jennifer Olsen, Principal Ear Falls
 - Tracy Lindstrom, Central Principal Secondary Academics

- Ann Gentes, Elementary Guidance/Pathways Red Lake Area
- Finleigh Desjardins, Grade 8 student
- Thea Hoey, Grade 8 student
- Kamiika Silander-Grasley, Grade 8 student
- Dallan Stone, Grade 8 student

- | | | |
|-----|---|---------------------------|
| 8. | Student Trustee Report/s <i>pages 73/74</i> | R. Naumann |
| 9. | Presentations
9.01 2024-2025 Special Education Plan Δ <i>pages 75-208</i>
9.02 IEAC meeting report | T.Forster
C. Radbourne |
| 10. | Discussion | Chair |
| 11. | Director of Education Update Δ <i>pages 209/210</i> | C. Radbourne |
| 12. | Correspondence - NIL | Chair |
| 13. | New Business and Notices of Motion | Chair |
| 14. | Observer Comments | Chair |
| 15. | Next Meeting Date: Special Board meeting (virtual) July 4, 2024 | Chair |
| 16. | Adjournment | Chair |

Δ indicates an attachment included in the meeting package

Consent Agenda				
June 11, 2024 Regular Board meeting				
Item #	Agenda Item #	Title	Recommendation (if applicable)	Approved Y/N
1	6.01A	Policy #322 Code of Conduct		
2	6.01B	Removal/Rescind Policy #326 Curriculum Implementation and Review		
3	6.01C	Policy #404 Program Implementation		
4	6.01D	Policy #405 Third Party Speakers and External Presenters		
5	6.02	Confirmation of Minutes - May 14, 2024		
6	6.03B i	School Council Year-End Reports		
7	6.03D i	Employee Recognition 2023-2024		
8	6.03F vii	Special Education Advisory Committee minutes - Feb 21, Mar 20, Apr 17 2024		



Policy Section: **School Administration**

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Policy Name: **Code of Conduct**

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Policy Statement

It is the policy of the Keewatin-Patricia District School Board (KPDSB) that schools provide a safe learning and teaching environment **for success for all students** by ~~promoting an attitude of responsibility, respect, and civility among staff and students, and a commitment to academic excellence and life-long learning.~~ **The Seven Grandfather Teachings are Anishinaabe guiding principles that give all community members the tools to live a good life (Mino-Bimaadiziwin) and KPDSB uses these as the foundation for good character.** ~~The KPDSB promotes responsible citizenship through its character development using the Seven Grandfather Teachings as the foundation. The KPDSB attributes of good character are:~~

- **Dbaadendiziwin - Humility**
- **Aakwa'ode'ewin - Bravery**
- **Gwekwaadziwin - Honesty**
- **Nbwaakaawin - Wisdom**
- **Debwewin - Truth**
- **Mnaadendimowin - Respect**
- **Zaagidwin - Love**

Cross Reference
 Police/School Board Protocol
 Ontario Regulation 435
 Education Act 305
 PPM, 128, Provincial Code of Conduct
 PPM 145, Progressive Discipline and Promoting Positive Student Behaviour
 Policies:
 207, Trustee Code of Conduct
 319, Substance Use by Students
 320, Appropriate Dress for Students
 321, Safe and Supportive Schools
 325, Access to Schools
 329, Progressive Discipline & Promoting Positive Student Behaviour
 330, Character Development
 503, Equity and Inclusive Education
 706, Employee Code of Conduct
 708, Respectful Working & Learning Environment
 709, Workplace Harassment

Date Adopted: 12/02/2002
 Date Reviewed: 13/05/2003
 Dates Revised: 12/02/2008; 08/03/2011;
 009/06/2015; 05/03/2019

Review By: 2023



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This policy is written under the umbrella of Safe and Supportive Schools Policy 321, in accordance with the Ontario Code of Conduct, which sets clear standards of behaviour. It specifies the consequences for student actions that do not comply with these standards.

These standards of behaviour apply not only to students, but also to all individuals involved in the KPDSB (i.e., students, parents/guardians, volunteers, Principals/Vice-Principals, teachers, and other staff members, etc.) whether they are on school property, on school buses, in before/after school programs, or at school authorized events or activities, or in circumstances where engaging in an activity could have a negative impact on the school climate.

Cross Reference
 Police/School Board Protocol
 Ontario Regulation 435
 Education Act 305
 PPM, 128, Provincial Code of Conduct
 PPM 145, Progressive Discipline and Promoting Positive Student
 Behaviour

Date Adopted: 12/02/2002
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 329, Progressive Discipline & Promoting Positive Student Behaviour
 330, Character Development
 503, Equity and Inclusive Education
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Rationale

All students, parents/guardians, teachers, and staff have the right to be safe, and feel safe in their school and community. With this right comes the responsibility to contribute to a positive school climate, to be law-abiding citizens, and to be accountable for actions that put at risk the safety of others or oneself.

Guidelines

(For definitions pertaining to this policy, see Appendix A)

It is the KPDSB's expectation that in a school environment:

- All members of the school community (i.e., students, parents/guardians, volunteers, Principals/Vice-Principals, teachers, and other staff members, etc.) will be governed by this Code of Conduct, whether they are on school property, on school buses, in before/after care programs, or at school-authorized events or activities, or in circumstances where engaging in an activity could have a negative impact on the school climate;
- All members of the school community will model and reinforce the attributes of good character;
- No members of the school community shall engage in bullying behaviours;
- All members of the school community will be treated with respect and dignity;
- All members of the school community must be aware of their rights and accept responsibility for protecting their rights and the rights of others, because responsible citizenship involves appropriate participation in the civic life of the school community;
- All members of the school community will use non-violent means to resolve conflict. Physical aggressive behaviour is not an acceptable way to interact with others;
- The possession, use, or threatened use of any object to injure another person is unacceptable;
- KPDSB personnel will work cooperatively with police and drug and alcohol agencies to promote prevention strategies and where necessary respond to members of the school community who are in possession of, or under the influence of, alcohol, illegal drugs, and/or cannabis (except by a medical cannabis user); and



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- All members of the school community have a responsibility to maintain an environment where conflict and difference can be addressed in a manner characterized by respect and civility, because insults, disrespect, and other hurtful acts are unacceptable.

This Code of Conduct includes the following components:

1. Roles and Responsibilities

a) The KPDSB will:

- i) Develop and implement character development using the Seven Grandfather Teachings with an emphasis on building positive interpersonal relationships and respect for others, and oneself;
- ii) Implement and uphold the Code and Conduct and its standards for respect, civility, responsible citizenship, and physical safety;
- iii) Seek input from School Councils, and review this policy regularly with students, staff, parents/guardians, the Special Education Advisory Committee, the Indigenous Education Advisory Committee, volunteers, and the community;
- iv) Clearly communicate the Code of Conduct to all parents/guardians, students, and staff in a manner that invites their commitment and support;
- v) Ensure an effective intervention strategy and response to all infractions related to the standards for respect, civility, responsible citizenship, and physical safety; and
- vi) Provide opportunities for all staff to acquire the knowledge, skills, and attitudes necessary to promote student achievement and well-being in a safe, inclusive, and accepting learning environment.

b) Principals take a leadership role in the daily operation of a school by:

- i) Implementing and reinforcing the principle and practices of character development;
- ii) Being highly visible in their school and engaging in positive interactions with students;



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- iii) Demonstrating care for the school community and a commitment to student achievement and well-being in a safe, inclusive, and accepting learning environment;
 - iv) Holding everyone under their authority accountable for their behaviour and actions;
 - v) Empowering students to be positive leaders in their school and community;
 - vi) Communicating regularly and meaningfully with all members of their school community;
 - vii) Developing a school code of behaviour in consultation with school staff and School Council; and
 - viii) Reviewing this code of behaviour annually with staff and School Council, and submitted to the Superintendent of Education if changes occur.
- c) Teachers, School Staff, and Volunteers under the leadership of Principals, maintain a positive learning environment and are expected to hold everyone to the highest standard of respect and responsible behaviour. As role models, staff uphold these high standards by:
- i) Modeling and reinforcing the attributes of good character development;
 - ii) Helping students work to their full potential and develop their self-worth;
 - iii) Empowering students to be positive leaders in their classroom, school, and community;
 - iv) Being highly visible in the school and engage in positive interactions with students;
 - v) Communicating regularly and meaningfully with parents;
 - vi) Maintaining consistent and fair standards of behaviour for all students;
 - vii) Demonstrating respect for one another, all students, parents/guardians, volunteers, and other members of the school community;
 - viii) Preparing students for the full responsibilities of citizenship; and
 - ix) Modeling appropriate demeanor and appearance for students.



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- d) Students are to be treated with respect and dignity. In return, they must demonstrate respect for themselves, for others, and for the responsibilities of citizenship through acceptable behaviour. The attributes of the KPDSB character development are demonstrated by:
- i) Coming to school prepared, on time, and ready to learn;
 - ii) Dressing appropriately as per Policy 320;
 - iii) Showing respect to themselves, for others, and for those in authority;
 - iv) Refraining from bullying behaviour;
 - v) Refraining from bringing anything to school that may compromise the safety of others;
 - vi) Following the established rules and takes responsibility for their actions; and
 - vii) Refraining from engaging in activities which could have a negative impact on the school climate.
- e) Parents/Guardians play an important role in the education of their children and have responsibility to support the efforts of school staff in maintaining a safe, inclusive, accepting, and respectful learning environment for all students. Parents/guardians fulfill this responsibility by:
- i) Modeling and reinforcing the attributes of good character development;
 - ii) Showing an active interest in their child's schoolwork and progress. For example:
 - Attending parent/teacher interviews, communicating regularly with the school, facilitating homework completion;
 - Helping their child be appropriately dressed as per Policy 320 and prepared for school;
 - Ensuring that their child attends school regularly and on time, rested and adequately nourished;
 - Reporting promptly to the school their child's absence or late arrival;
 - Becoming familiar with the provincial Code of Conduct, the KPDSB Code of Conduct, and school rules;
 - Encouraging and assisting their child in following the rules of behaviour; and assisting school staff in dealing with disciplinary issues.



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- f) Police and Community Partners are essential in making our schools and communities safer.
- i) Police partnerships include:
- Providing an opportunity for police to develop an ongoing relationship with administrators, teachers, staff, and students;
 - Making presentations to students and school personnel;
 - Maintaining a presence at the school throughout the year (both on and off duty), at school events, and during regular school hours; and
 - Police investigation of incidents in accordance with the Police/KPDSB Response Protocol.
- ii) Community partnerships include:
- Making presentations to students and school personnel; and
 - Delivering prevention or intervention programs.

2. Standards of Behaviour in the School Environment

a) Respect, Civility, and Responsible Citizenship

All members of the school community must:

- i) Respect and comply with all applicable federal, provincial, and municipal laws;
- ii) Demonstrate the attributes of good character: honesty, respect, responsibility, kindness, bravery, humility, and wisdom;
- iii) Respect differences in people, their ideas, and their opinions;
- iv) Treat one another with dignity and respect at all times, and especially when there is a disagreement;
- v) Respect and treat others fairly, regardless of their race, ancestry, place of expression, sexual orientation, age, marital status, family status, or disability;
- vi) Respect the rights of others;
- vii) Show proper care and regard for school property and the property of others;
- viii) Take appropriate measures to help those in need;



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- ix) Refrain from bringing anything to school that may compromise the safety of others;
- x) Seek assistance from a member of the school staff, if necessary, to resolve conflict peacefully;
- xi) Respect all members of the school community;
- xii) Respect the need of others to work in an environment that is conducive to learning and teaching;
- xiii) Refrain from abusive language or swearing at another person; and
- xiv) Use personal mobile devices in accordance with the following grade-specific procedures:
 - a. Grades 7 to 12 students' personal mobile devices must be stored out of view and powered off or set to silent mode during instructional time, except when their use is explicitly permitted by the educator under the circumstances outlined above.
- xv) For students in grade 6 and below, personal mobile devices must be kept in the main office of the school for the full school day. If a student must use their personal mobile device for an important reason during a break, they must go to the main office and use it there.

b) Physical Safety

- i) Weapons
No member of the school community may:
 - Be in possession of any weapons;
 - Traffic in weapons;
 - Use any object to threaten or intimidate another person; and/or
 - Cause injury to any person with an object.
- ii) Alcohol and Drugs
No member of the school community may:
 - Be in possession of, or under the influence of, or provide others with alcohol, cannabis (unless the individual has been authorized to use cannabis for medical purposes), or illegal drugs;
 - for students, this would also include being in possession of or using electronic cigarette/vape, tobacco, and nicotine products.
 - Traffic in alcohol, cannabis, or illegal drugs; and/or
 - Give alcohol, cannabis, or illegal drugs to minors; and/or



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- Provide to persons under the age of 19 electronic cigarette/vape, tobacco, or nicotine products
 - iii) Physical Aggression

No member of the school community may:

 - Inflict or encourage others to inflict bodily harm on another person;
 - Use physical aggression to resolve conflict; and/or
 - Commit robbery.
 - iv) Sexual Assault

No member of the school community may:

 - Commit sexual assault.

c) Harassment and/or Intimidation

No member of the school community may:

- i) Engage in bullying;
- ii) Engage in harassment or intimidation of any type; and/or
- iii) Engage in hate propaganda or other forms of behaviour motivated by hate or bias.

d) Initiation

All members of the school community will refrain from initiation activities that are defined as 'hazing' (see Appendix A for definitions). Initiation activities that are designed to welcome new members or the school community must be approved by school administration.

e) Vandalism

No member of the school community may commit an act of vandalism that causes damage to school property, or to property located on the premises of the school.

f) Recordings and Photos

No member of the school community may record, take, share, create, or alter non-consensual recordings or photos of members of the school community.



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3. Infractions and Consequences in the School Environment

Students must recognize and accept the responsibility that comes with the freedom to make decisions about their own behaviour. The severity of consequences will match the severity of the breach of the Code of Conduct. Consequences may be applied in an increasingly severe manner for continual violation of the Code of Conduct.

4. Opening and Closing Exercises in the School Environment

- a) All schools in the KPDSB will ensure that opening or closing exercises are held in accordance with the requirements set out in Regulation 435.
- b) The opening or closing exercises must include the singing of 'O Canada' and may include the recitation of a pledge of citizenship in the form set out in the regulations.
- c) The opening or closing exercises may include the singing of 'God Save the King' and may also include the following types of readings that impart social, moral, or spiritual values and that are representative of Ontario's multicultural society:
 - i) Scriptural writings including prayers; and/or
 - ii) Secular writings.
- d) The opening or closing exercises may include a period of silence.
- e) A pupil is not required to participate in the opening or closing exercises in such circumstances as outlined in Regulation 435, which follows:
 - i) In the case of a pupil who is less than eighteen (18) years old, if the pupil's parent(s)/guardian(s) applies to the Principal of the school for an exemption from the exercises; or
 - ii) In the case of a pupil who is at least eighteen (18) years old, if the pupil applies to the principal for an exemption from the exercises.



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Appendix A

Code of Conduct Definitions

1. **“School Environment”** refers to activities that occur on school property, on school buses whether for regular transportation to and from school, or for special activities, at all events or activities that are related to school, and in circumstances where engaging in an activity could have a negative impact on the school climate.
2. **“School Community”** refers to students, parents and guardians, volunteers, teachers, other staff members, Trustees, all facility users, and service providers.
3. A **“Violent Incident”** is characterized by verbal or written threats: bullying, verbal/physical aggression or assault, harrasment of any form, or criminal act , by an individual or group of individuals which has the effect of impairing, or might have the effect of impairing, the health and welfare of any students or staff members.
4. **“Assault”** is defined to include the definition set out in the Criminal Code of Canada and includes but is not limited to, the actual application of force and the threatened or attempted application of force.
5. **“Sexual Assault”** occurs where a person, without consent, intentionally applies force or intentionally threatens to apply force, to another person in circumstances of a sexual nature such as to violate sexually integrity of the victim.
6. **“Bodily Harm”** refers to any hurt or injury that is more than merely trifling or transient in nature which interferes with the health or comfort of the person and includes, but is not limited to injuries that receive medical attention. Any cut that requires stitches or any broken bone or fracture should be considered bodily harm. Bodily harm can also be multiple minor injuries.
7. **“Bullying”** is defined in subsection 1(1) of the Education Act as aggressive and typically repeated behaviour by a pupil where:
 - a. The behaviour is intended by the pupil to have the effect of, or the pupil ought to know that the behaviour would be likely to have the effect of:



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- i. Causing harm, fear or distress to another individual, including physical, psychological, social, or academic harm, harm to the individual's reputation, or harm to the individual's property; or
 - ii. Creating a negative environment at a school for another individual; and
- b. The behaviour occurs in a context where there is a real or perceived power imbalance between the pupil and the individual based on factors such as size, strength, age, intelligence, peer group power, economic status, social status, religion, ethnic origin, sexual orientation, family circumstances, gender race, disability, or the receipt of special education.

Bullying can be:

- Physical (i.e., hitting, pushing, tripping, etc.);
- Verbal (i.e., name calling, insults, threats, or making sexist, racist, homophobic or transphobic comments, etc.);
- Social (i.e., excluding others from a group, spreading gossip or rumours, humiliating others, and shunning or ignoring, etc.);
- Electronic (i.e., spreading rumours, images, or hurtful comments, or impersonating another person through the use of e-mail, cell phones, text messaging, internet websites, social networking, blogs, or other technology, etc.); and/or
- Written, or other means.

“Cyber-Bullying” is included in the definition of ‘bullying’ and includes bullying by electronic means ▪ Creating a web page or a blog in which the creator assumes the identity of another person;

- Impersonating another person as the author of content or messages posted on the internet; and/or
- Communicating inappropriate materials electronically to more than one (1) individual or posting materials on a website that may be accessed by one (1) or more individuals.

“**Harassment**” is defined in the Ontario Human Rights Code as “engaging in a course of vexatious comment or conduct that is known or ought to be known as unwelcome”. The code specifically prohibits harassment because of race,



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ancestry, place of origin, ethnic origin, citizenship, creed, sex, age, record of offenses, marital status, sexual orientation, family status, or disability.

8. **"Intimidation"** is defined in the Criminal Code of Canada and includes, but is not limited to, compelling another person to do anything, or preventing them from doing anything, he or she has a lawful right to do. Such actions may include, but are not limited to:
 - Using threat of violence;
 - Persistent following of following in a disorderly manner;
 - Hiding property owned or used by the person or hindering the person or hindering their use of that property;
 - Besetting or watching the place where the person works or resides; and/or
 - Blocking or obstructing the person's passage.

9. **"Hazing"** is an unacceptable initiation activity by an individual or group which humiliates, demeans, harasses, or threatens to harm an individual or group.

10. A **"Trespasser"**, under the Trespass to Property Act, is any individual not acting under a right or authority conferred by law. A trespasser is any individual who enters the premises, where entry is prohibited by means of a notice, engages in an activity prohibited under the act, or fails to leave the premises immediately after being directed to do so by the occupier of the premises, or a person authorized by the occupier. The Access to School Premises Regulation (Section 305, Education Act) defines authorized entrants to the KPDSB premises.

11. **"Staff"** includes all employees of, or volunteers to, the Keewatin-Patricia District School Board.

12. **"Gang"** is a group of persons who, while acting or congregating together, display a pattern of delinquency such as assault, intimidation, or harassment, which may result in violent activities.

13. **"Weapons"**, as defined by the Criminal Code of Canada, are anything used or intended for use in causing death or injury to persons whether designed for such purpose or not, or anything used or intended for use for the purpose of threatening or intimidating any person.



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14. **“School Property”** includes schools, school property, buses contracted to the Board, and any property associated with school field trips or other school organized activities.
15. **“Inappropriate Use of Electronic Communications/Media”** is the intentional use of an electronic device or communication medium, all features of a phone, a cell phone, digital camera, e-mails, school hotlines, web-based communication sites and print material, such as flyers, school newspapers and brochures, that negatively impact on the well-being of another person and/or the learning environment in accordance with the definition of ‘Harassment’ (as set out above).



Policy Section: **School Administration**
Policy Name: **Curriculum Implementation and Review**

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Policy Statement

It is the vision of the Keewatin-Patricia District School Board that all stakeholders create a culture of learning so that students come first.

It is the policy of the Keewatin-Patricia District School Board that the curriculum be developed, implemented, and delivered effectively so that students come first. Effective implementation of the curriculum ensures that Ministry Policy around how students learn, (i.e., the 21st Century Global Competencies, English Language learners, students with special education needs, etc.), are addressed through subject/course content, instructional practice, assessment, and intervention, as well as through the ongoing monitoring of the Learning Skills and Work Habits. Effective implementation of the curriculum also ensures that programs clearly reflect Ministry Policy related to healthy, safe, and accepting schools, environmental education, equity and inclusive education, Indigenous education, and financial literacy education as well as developing the knowledge and skills relevant to education and career/life planning.

Rationale

The Keewatin-Patricia District School Board (KPDSB) is committed to ensuring the 'students first' vision is realized by delivering an exemplary curriculum, within and outside the school setting (i.e., Cooperative education, land-based teaching, and in adult education, etc.), that sets high expectations for teachers and students and results in meaningful student learning, achievement, and well-being. As such, we must give our learners the tools they need to reach their full potential, regardless of their individual circumstances. By raising expectations, our goal is to ensure that students achieve at high levels, acquire valuable skills, and become engaged members of their communities.

Cross Reference:

Ontario Schools: Kindergarten to Grade 12, 2016
Achieving Excellence: A Renewed Vision for Education in Ontario, 2014
Foundations for a Healthy School, 2014
Ontario's Education Equity Action Plan, 2017
Growing Success: Assessment, Evaluation and Reporting in Ontario Schools, 2010
Growing Success: The Kindergarten Addendum, 2016
Special Education in Ontario: Kindergarten to Grade 12, Policy and Resource Guide, 2017
21st Century Competencies: Foundation Document for Discussion, 2016
PPM 138, Daily Physical Activity in Elementary Schools, Grades 1-8
PPM 160, Protected Time for Daily Mathematics Instruction, Grades 1-8
Truth and Reconciliation Commission Recommendations
NAN Memorandums of Understanding
Policies
303, School Improvement Planning
331, Instructional Practices
Procedures
326, Curriculum Implementation and Review
903, Assessment Evaluation & Reporting of Student Achievement

Date Adopted: 13/01/2004
Date Revised: 23/04/2005; 11/01/2011;
08/04/2014; 13/11/2018
Date Reviewed: 04/03/2008

Review By: 2022

Curriculum development will be guided by:

- The understanding of who our students are, their diversity, their personal circumstances, their strengths, needs, interests, and learning styles;
- The understanding of Keewatin-Patricia District School Board's needs and priorities;
- The knowledge and skills outlined in the Ontario Curriculum documents, Grades 1-12, and in the Kindergarten Program document;
- The understanding of the learning skills and work habits as outlined in Growing Success and how they contribute to overall student success and development;
- The understanding of deeper learning and learning progress; and
- The understanding of Ontario's Equity Education Action Plan (2017).

Curriculum delivery will promote "Learning for All" through equity of access and outcome for learning as outlined in the rationale, definitions, and guidelines as listed in KPDSB Policy 331, Instructional Practices Policy by:

- Strengthening inclusive and culturally responsive and relevant teaching, curriculum, assessment, and resources;
- Supporting student pathway choices;
- Focusing on deeper learning across the curriculum;
- Creating safe and welcoming classrooms where student mental health and well-being is explicitly considered and is a goal in lesson/task design and delivery; and
- Removing systemic barriers to ensure that school and classroom practices reflect and respond to the diversity of students and staff.

Definitions

1. The "**Curriculum**" consists of a core of publicly stated objectives which guide teachers' decisions about planning, instruction, and assessing student learning.
2. "**The Ontario Curriculum**" outlines the knowledge and skills that students are expected to develop and demonstrate in their classwork, on tests, and in various other activities through which achievement is assessed and evaluated.
3. "**Expectations**" as prescribed by the Ministry of Education, describe standards in terms of what students will know and be able to do independently, as well as collaboratively at the end of a year/semester/level in a particular area.
4. "**Deeper Learning**" involves the interplay of the cognitive (thinking/reasoning), intrapersonal (behaviour/ emotions), and interpersonal (communication/collaboration). Through the process of deeper learning, students develop 21st Century Global Competencies, which are the knowledge and skills that are transferable.

5. **“21st Century Global Competencies”** – “A competency is more than just knowledge or skills. It involves the ability to meet complex demands, by drawing on and mobilizing psychosocial resources (including skills and attitudes) in a particular context. For example, the ability to communicate effectively is a competence that may draw on an individual’s knowledge of language, practical IT skills, and attitudes towards those with whom he or she is communicating.” (Organization for Economic Co-operation and Development, 2003 (OECD), p. 4). They are identified as:
- a) Critical thinking and problem solving - “ability to design and manage projects, solve problems, and make effective decisions using a variety of tools and resources”
 - b) Innovation, Creativity and Entrepreneurship - “students experiences with situations in which there is no known answer, where there are multiple solutions, where the tension of ambiguity is appreciated as fertile ground, and where imagination is honoured over rote knowledge”
 - c) Learning to Learn/Self-Aware and Self-Directed Learning – “focusing on the learning process, developing students’ ability to lead their own learning and to do things with their learning. Teachers are partners with students in deep learning tasks characterized by exploration, connectedness, and broader, real-world purposes”
 - d) Collaboration – “the ability to work in teams, learn from and contribute to the learning of others, [use] social networking skills, [and demonstrate] empathy in working with diverse others. Collaboration also requires students to develop collective intelligence and to co-construct meaning, becoming creators of content as well as consumers.”
 - e) Communication – “the ability to communicate effectively, orally, in writing, and with a variety of digital tools and to also use effective listening skills”
 - f) Global Citizenship – “global knowledge, sensitivity to and respect for other cultures, [and] active involvement in addressing issues of human and environmental sustainability”
6. **“Learning Skills and Work Habits”** are the skills and habits needed to succeed in school and in life that focus on student, interpersonal, career, and character development. They include responsibility, initiative, independent work, collaboration, organization, and self-regulation.
7. **“Equity and Inclusion Education”** is a provision of an education where we strive to ensure that all members of the school community feel safe, comfortable, and accepted and where all staff and students value diversity and demonstrate respect for others and a commitment to establishing a just, caring society.



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8. **“Culturally Responsive Education”** focuses on ensuring that there are high expectations for learning while recognizing and honouring the strengths that a student’s lived experiences and/or home culture bring to the learning environment of the classroom. Learning experiences are designed to be relevant and authentic and reflective of Northwestern Ontario, enabling students to see themselves in the daily learning of the classroom, through land-based teaching, and in accordance with the recommendations and our calls to action through Truth and Reconciliation.
9. **“Pathways”** – Schools that adopt “pathways thinking” enhance every student’s outlook for success by:
 - a) supporting students in identifying their personal interests, strengths, needs, and aspirations and in using this knowledge of themselves to inform their choices of programs and learning opportunities; and
 - b) providing a range of diverse and engaging learning opportunities, courses, and programs, both in and outside the classroom, that meet the interests, strengths, needs, and aspirations of the students and honour all postsecondary destinations (i.e., apprenticeship training, college, community living, university, and the workplace).

Guidelines

1. Effective curriculum implementation provides a process for the development and expression of each student’s potential and talents by recognizing the diversity and uniqueness of each individual such as gender identity, ethnocultural diversity, and neurodiversity or special needs of students or student populations. This is achieved by ensuring:
 - a) High academic and personal expectations for all students;
 - b) Clear and consistent behavioural expectations are outlined and held in order to support access to learning for all students;
 - c) Diverse perspectives and experiences are reflected in the classroom delivery of the curriculum;
 - d) Implementation of the revisions to the Ontario Curriculum to include mandatory learning about the history of residential schools, treaties, and the legacy of colonialism;
 - e) Implementation of teaching practices, development of learning opportunities, and assessment that are culturally reflective of and responsive to the students they teach, so



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that all students see themselves, and their own and their classmates' lived experience, reflected in what and how they are learning;

- f) Safe and supportive learning environments and learning opportunities that promote and support child and student mental health well-being as well as academic success;
 - g) Engaging academic work with differentiated instruction is provided along with, flexibility and accommodations to meet varied needs and individualized, caring support, or intervention when needed; and
 - h) There is a belief that all students can be successful, and that success comes in many forms.
2. Effective curriculum implementation will promote the development of the 21st Century Global Competencies. Provision of student opportunities for deeper learning both within and outside the school/classroom through experiential, hands-on, technology-enabled, virtual, or e-learning will ensure that the skills, knowledge, concepts, and processes necessary for successful transitions at every level are transferable and form a bridge between grade levels, elementary and secondary panels and beyond graduation.
3. Effective curriculum implementation will ensure that all students are supported in achieving their maximum potential and choosing appropriate pathways to the workplace, apprenticeship, college, or university. Schools will provide a range of course choices in response to the needs, interests, and pathway choices of their students.
- a) In Grades 9 and 10, students will be offered courses to add to their knowledge and skills, explore their interests, and determine the type of educational program they are best suited to undertake in Grades 11 and 12. Students are not expected to make binding decisions about a particular pathway, however, they should try to ensure that they have the prerequisite required for future courses they plan to take.
 - b) In Grades 11 and 12, students will focus increasingly on their individual interests and will identify and prepare for their post-secondary pathways. In these grades, there are increased opportunities for learning experiences beyond the school (i.e., cooperative education, etc.).
4. Effective curriculum implementation ensures that learning is strategic and focused; that it is planned carefully so that each student is able to explore the curriculum and develop their skills and understanding with dignity, building confidence, and competence through their own learning journey. Effective planning of learning opportunities and assessment ensures that:



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- a) We develop relationships so that we know our students, we know where our students are beginning, what the learning strengths and gaps/needs are, and we plan with our students in mind knowing where the curriculum is taking us;
 - b) Create the conditions for learning at the rate and pace that support all of our students in achievement, mental health, and well-being;
 - c) Learning skills and work habits, as well as 21st Century Global Competencies, are addressed;
 - d) Interventions or the need for intervention are recognized and provided early to ensure student success;
 - e) We recognize and give time to honour the process of learning and, through use of descriptive feedback, recognize student progress and also move learning forward through the use of assessment for and as learning;
 - f) Assessment of learning (evaluation) only happens at key times during the year/semester/term (i.e., at the end of a unit of learning, or reporting period, etc.);
 - g) Student voice and choice is a valued part of the learning process, and we recognize that it is important for students to work towards independence and having an understanding of themselves as learners;
 - h) Assessment and instruction are in harmony with student learning, aligned with local priorities, curriculum expectations/content, and evidence-based strategies, developmentally and culturally appropriate and cross-curricular where applicable, and using appropriate resources to support learning;
 - i) Implementation of Policy Program Memorandum (PPM) 138 and 160 in Grades 1-8 for greater student achievement and well-being; and
 - j) Community connections, connections to other stakeholders such as family, are utilized to support student achievement and well-being.
5. Effective curriculum implementation and review ensures that:
- a) Board approved program initiatives are supported as local priorities in harmony with this policy as well as the KPDSB Instructional Practices Policy;



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- b) Programming, assessment, and instruction will be reviewed and monitored at the school and Board levels on an ongoing basis;
- c) The School Continuous Improvement Plan and the Board Continuous Improvement Plan will support the alignment of, and improvement in, instruction, assessment, student achievement and well-being with local priorities, as well as with the Ontario Curriculum and Ministry Policy;
- d) Relevant and appropriate resources are investigated and provided by the school and/or the Board;
- e) Training and support necessary for effective curriculum implementation are provided by the school and/or the Board;
- f) Teachers have the ability to, and are effectively, developing and delivering the curriculum so that student learning and well-being is at the forefront; and
- g) Students are agents and responsible for their own learning. Parents/guardians are critical stakeholders and advocates in supporting their own student's learning.



Policy Section: **Curriculum and Program**

400

Policy Name: **Program Implementation**

404

Policy Statement

The Keewatin-Patricia District School Board (KPDSB) creates meaningful learning experiences that engage each student through respectful, trusting relationships. This involves implementing programs both within and outside the school setting that result in student achievement and well-being. Our goal is to ensure that students acquire the knowledge, skills, and attitudes for future success.

Rationale

We ensure meaningful learning experiences through effective program implementation. This involves careful review of the curriculum and our students' needs, selection of resources, and planning for delivery and implementation with attention to how students learn and the use of effective instructional, assessment, and intervention practices. We ensure that program implementation is consistent with Ministry policies such as those related to healthy, safe, and accepting schools, mental health and well-being, environmental education, and equity and inclusive education, and that students develop knowledge and skills relevant to education and career/life planning. We work with community partners to take our learning opportunities and experiences outside of the classroom and with virtual partners for immersive and interactive content from a diversity of voices and locations.

Cross Reference:

Ontario Ministry of Education Curriculum
 Ontario Schools: Kindergarten to Grade 12, 2016
 Achieving Excellence: A Renewed Vision for Education in Ontario, 2014
 Ontario's Education Equity Action Plan, 2017
 Growing Success: Assessment, Evaluation and Reporting in Ontario Schools, 2010
 Growing Success: The Kindergarten Addendum, 2016
 Special Education in Ontario: Kindergarten to Grade 12, Policy and Resource Guide, 2017
 Truth and Reconciliation Commission Recommendations
 Creating Pathways to Success, Program and Policy Requirements, K to Gr. 12, 2013
 Policies
 303, School Improvement Planning
 331, Instructional Practices
 401, School-Student Activities Outside the Classroom
 Procedures
 401, School-Student Activities Outside the Classroom
 404, Program Implementation
 903, Assessment Evaluation and Reporting of Student Achievement

Date Adopted: 03/2024

Review By: 2028



Policy Section: **Curriculum and Program**

400

Policy Name: **Program Implementation**

404

Guidelines

1. Program implementation is consistent with Ontario Ministry of Education Curriculum, guiding documents, and Policy and Program Memoranda (PPM).
2. Programs are aligned with the KPDSB Strategic, Student Achievement, and School Improvement Plans.
 - 2.1. We believe that all students can be successful, and that success comes in many forms.
 - 2.2. Each student's potential and talents are developed and expressed by recognizing the diversity and uniqueness of each individual. Students shall see themselves reflected in the system, school, and classroom environments, and in the programs that are delivered.
 - 2.3. We create safe and supportive learning environments and include learning opportunities that promote and support student mental health and life promotion.
 - 2.4. Program implementation ensures that all students are supported in choosing appropriate pathways post-secondary.
3. A wide range of learning experiences and opportunities, within and outside the classroom, are included in the programs implemented. These include academic programs, extended programs, expanded programs, and extracurricular programs.
4. Senior administration, in collaboration with school administrators, teachers, and other interest holders, are responsible for program implementation.
5. Programs are regularly and systematically reviewed to ensure effectiveness, feasibility, and alignment with educational objectives.
6. Professional Development is provided to support the implementation of effective school programs.



Policy Section: **Curriculum and Programming**

400

Policy Name: **Third Party Speakers and External Presentations/ Performances in Schools**

405

Policy Statement

It is the policy of the Keewatin-Patricia District School Board (KPDSB) that schools provide detailed notice to caregivers at least 14 days in advance of any third-party speaker engagements or external presentations/performances. This notice will include any handout materials, giveaways, or literature that will be shared with students.

Rationale

This policy aims to ensure that caregivers are well-informed about the content and relevance of third-party and external presentations/performances to their student's education. Benefits include:

- Enhanced transparency
- Strengthened trust
- Increased caregiver involvement
- Assurance of educational and curricular relevance

Guidelines

1. **Curriculum Alignment:** All third party speakers and external presentations/performances must have a direct connection to the Ontario curriculum or other identified school, board, or Ministry priority.
2. **Advance Notice:** Schools must provide detailed information to caregivers 14 calendar days ahead of any third-party speaker or presenter/performer's visit.

Cross Reference
 Ontario Curriculum, Ministry of Education
 Parent Accountability and Transparency: Communication
 Requirements for Guest (Third Party) Speakers and
 Presentations in Ontario Schools (May 13, 2024 Ministry
 Communication)

Date Adopted:

Review By:



Policy Section: **Curriculum and Programming**

400

Policy Name: **Third Party Speakers and External Presentations/ Performances in Schools**

405

The following items will be shared using existing system-supported communication tools:

- The date and time of the presentation
 - The name(s) and background of the presenter(s) or performer(s) and the organization being represented
 - The title and location of the presentation/performance or activity
 - The topic or focus of the presentation/performance or activity
 - How the presentation/performance or activity connects to the Ontario curriculum and/or the purpose of the activity
3. **Materials and Content Disclosure:** Any handouts, giveaways, or literature that will be distributed or must be shared with caregivers beforehand.

Cross Reference
 Ontario Curriculum, Ministry of Education
 Parent Accountability and Transparency: Communication
 Requirements for Guest (Third Party) Speakers and
 Presentations in Ontario Schools (May 13, 2024 Ministry
 Communication)

Date Adopted:

Review By:

KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD

REGULAR BOARD MEETING #7

The minutes of the Regular Board Meeting of the Keewatin-Patricia District School Board on Tuesday, May 14, 2024, held at Lillian Berg Public School.

Call to Order The meeting was called to order at 7:14 pm.

Land
Acknowledgement

Roll Call

Roger Griffiths - <i>Chair</i>	Steve Poling	Marilyn Duncalfe
Rory McMillan	Gerald Kleist	Teika Newton
David Cornish	Judi Green - <i>Vice</i>	Reina Naumann
Norine Van Breda	<i>Chair</i>	<i>Student Trustee</i>
Demitrius Baker		
<i>Student Trustee</i>		

Absent with Regret Denise Baxter
David Penney

Absent without Regret NIL

Officials	C. Radbourne	P. Agawa	S. Bailey
	S. Norlock	S. Pilipishen	J. Marion
	R. Findlay	D. Taylor – <i>Exec</i>	S. Parker
		<i>Assistant</i>	

Also Present Media, Staff, and the Interested Public

Item 4 Declaration of Conflict of Interest
NONE

Item 5 & 6 – Agenda
And Consent Agenda
Motion #71-24

Moved by: M. Duncalfe
Seconded by: N. Van Breda
THAT the Agenda and Consent Agenda for the Regular Board Meeting of May 14, 2024, be approved as amended.
- *Add 13.03 – Creation of DPA Committee.*

Carried

Item 7 – Students
Come First

Motion #72-24

Moved by: S. Poling
Seconded by: J. Green
THAT the Students Come First Presentation by New
Prospect Public School be received.

Carried

Item 8 – Student
Trustee report

Motion #73-24

Moved by: T. Newton
Seconded by: G. Kleist
THAT the verbal Student Trustee reports be received.

Carried

Item 9 -Presentations
9.01

Motion #74-24

Moved by: J. Green
Seconded by: D. Cornish
THAT the Student’s Mental Health Report be received.

Carried

9.02

Trustee Green shared an overview of the OPSBA Labour
Symposium Conference held in Toronto April 25/26, 2024.

Item 10 – Discussion

Motion #74B-24

Moved by: T. Newton
Seconded by: J. Green
THAT the verbal PIC report be received.

Carried

Item 11 – DOE Update

Motion #75-24

Moved by: N. Van Breda

Seconded by: S. Poling

THAT the Director of Education monthly update be received.

Carried

Item 12

Correspondence - NIL

Item 13 – New Business

13.01

Motion #76A-24

Moved by: G. Kleist

Seconded by: D. Cornish

THAT the verbal report OPSBA Board of Directors changes for 2024-25 be received.

Carried

Motion #76B-24

Moved by: R. McMillan

Seconded by: M. Duncalfe

THAT Trustee Cornish be appointed to the OPSBA Board of Directors from AGM 2024 to AGM 2025.

Carried

Motion #76C-24

Moved by: G. Kleist

Seconded by: R. McMillan

THAT the Voting Delegate for the 2024 OPSBA AGM be Trustee Cornish, and the alternate be Trustee Kleist.

Carried

13.02

Motion #77-24

Moved by: R. McMillan
Seconded by: T. Newton
THAT Trustee Poling be approved to replace Trustee Green on the SEAC Committee for the remainder of the term.

Carried

13.03

Motion #77B-24

Moved by: D. Cornish
Seconded by: R. McMillan
THAT the KPDSB DPA Committee for 2024/25 be created and the membership include the following Trustees – J. Green, D. Baxter, R. McMillan, R. Griffiths, D. Cornish, S. Poling, T. Newton.

Carried

Item 14

Observer Comments – NIL

Item 15

Next meeting date: June 11, 2024 at Ear Falls PS

Item 16

Adjournment

Motion #78-24

Moved by: J. Green
Seconded by: M. Duncalfe
THAT the Regular Board Meeting of May 14, 2024 adjourn at 8:37 pm.

Carried

Date Chair - R. Griffiths

Date Secretary - C. Radbourne

Consent Agenda				
May 14, 2024 Regular Board meeting				
Item #	Agenda Item #	Title	Recommendation (if applicable)	Approved Y/N
1	6.01A	Removal of Policy #601-Provision of Services to Non-Resident Pupils		Y
2	6.01B	Policy #618 - Responsible Use of Learning Technology and Data		Y
3	6.01C	Capital Project - Red Lake District HS Civil Drainage project	THAT the contract for the Red Lake District High School - Civil Drainage & Accessibility Improvements project be awarded to PDR Contracting, for the sum of \$1,088,136.00 (One Million, Eighty-eight Thousand One Hundred Thirty-Six Dollars and Zero Cents) plus applicable taxes, be approved.	Y
4	6.01D	2024-2029 Strategic Plan	THAT the 2024-2029 Strategic Plan be approved.	Y
5	6.02	Confirmation of Minutes - April 9, 2024		Y
6	6.03F iv.	Indigenous Education Advisory Committee meeting report - April 3, 2024		Y

School Council Annual Report 2023/2024

Red Lake-Madsen Public School

Executive

Principal: Debra Geary

Teacher: Kelly Amell

Chair: Jaclyn Jenner

Other: Alyx Drager

Other: Melody Shimizu

Other: Katherine Greenwood

Meeting Dates

October 4, 2023

November 16, 2023

January 17, 2024

February 14, 2024

March 27, 2024

April 24, 2024

Activities

Breakfast Club and Hot Lunch

School Council continued to make supporting the RLMPS Breakfast Club and Hot Lunch programs a priority for the 2023/2024 school year.

We recruited daily Breakfast Club servers, from community groups and local businesses, and parents and caregivers of our students. School council members also took shifts serving breakfast and lunch and helped with grocery pickup and delivery to the school.

Parents Night

During Parent-Teacher Conference Night, School Council set up a table in the school foyer to greet parents. We shared information on the school food programs and how to stay informed of school happenings, helped parents with setting up Google calendar. We had a free raffle basket draw for visitors.

Fall Community Clean Up

Council supported this event by providing a volunteer to weigh the amount of garbage collected by each class as a contribution to our efforts as an Eco School.

Portfolio Night

School Council hosted our school Portfolio Night this year offering presentations by staff on new Literacy and Math curriculum followed by classroom visits to meet with teachers. We also served free chili and bannock during the presentations; the food was prepared by school council members.

Family Event and PRO Grant

School Council was successful in securing a PRO Grant to support a Spring Family Fun Night, with \$1000 to go towards food and supplies for a group art project.

Our Spring Family Fun Night included a BBQ, a group art project featuring the artwork of one of our students, and outdoor games. All families of our students, new students registered for school next year, and community partners were invited to attend. Community partners from the Red Lake Indian Friendship Centre Youth Hub and the Red Lake Fire Department were also recruited to facilitate activities and provide food service at the event.

Education Week

School Council organized thank you cards made by students for each staff person, as well as lunches, snacks and treats in the staff room (a collaborative effort of many parents and caregivers of our students) throughout this week in May to show our appreciation for all of the wonderful teachers and staff at RLMPS.

Finances

<u>Fundraising/Donations</u>	<u>Amount</u>
PRO Grant	\$1 000
Donation jar at Spring Family Night	\$60



Lillian Berg School

1 Main Street, Box 247
Vermilion Bay, ON P0V 2V0
Ph. 807-227-2152 Fax. 807-227-2243
Teri Jackson ~ Principal
teri.jackson@kpdsb.ca



School Council
Lillian Berg School
1 School Lane,
Vermilion Bay, ON
P0V 2V0
(807)227-2152

Thursday May 23, 2024

Dear KPDSB Board Committee Members,

The year started off with a bang for us at Lillian Berg!

We had not had a school council for many years, and this year we started off with 3 members.

The goal of the council was to bring the community into the school, and we planned our very own "Christmas in the Village." This turned out to be a huge success. We had arts and crafts, baking, hot chocolates, pictures with Santa and even some old-fashioned singing of Christmas carols.

Later in the year, we applied for Pro Grant funds, and we were lucky enough to receive 1,500 to engage parents with the school. We decided to do a "Make and Take" night where families came together to read recipes, follow directions, and create delicious, healthy family meals to take home.

Unfortunately, our numbers dwindled through the year, but we were able to put on these two fabulous functions. Also, we did not do any fundraising this year as a group.

Sincerely,

Roz Tio
LBS School Council Chair





NEW PROSPECT PUBLIC SCHOOL

289 Wice Road • Dryden, Ontario • P8N 3H6
Phone (807) 223-4713
Fax (807) 223-5319

Kelly Schollie, Principal
kelly.schollie@kpdsb.ca

School Website
<http://newprospect.kpdsb.on.ca>

Candace Nyberg, Vice-Principal
candace.bullock-nyberg@kpdsb.ca

June 5, 2024

New Prospect School had their initial school council meeting on October 17, 2023. The council voted Michelle Warwick as chair and Stephanie Laviolette as vice-chair. Our staff representative is Celeste Harrison, and the student representatives are Ian Currie and Abbie Barker.

We shared our 2023-24 New Prospect School Bullying Prevention Plan and solicited parent feedback. We discussed our 2022-2023 EQAO results for grade 3 and grade 6 and that New Prospect Students performed very well on the assessments of writing, reading and mathematics. We shared our 2023-24 fundraising plan which is also posted on the NPS website and at the end of this report. The Halloween Family Dance along with the canteen options and responsibilities, prizes, music and haunted house continues to be a huge success! We discussed that in addition to general fundraising, the grade 8 parent group will be fundraising for all grade 8 students to attend an overnight Winnipeg Cultural and Recreation Trip.

NPS acknowledged Orange Shirt day, with every classroom focusing on learning about reconciliation and all students participating in wearing orange shirts on September 30th along with a school wide Walk for Wendjack on October 20th.

NPS has been working in collaboration with Agri-tech North and secured two standing hydroponic grow cabinets for our school. Students will enjoy planting and harvesting salad items all year long!

The council received the student nutrition report. We are offering a grab and go type of snack and breakfast program as well as a Nutrition on Weekends program. We focus on healthy and whole foods for all of our nutrition programs offered to students.

Our second school council meeting was held November 21st. We reviewed the Board Improvement Equity Plan and the New Prospect School Improvement Plan. We discussed the ways the two plans demonstrate alignment with a focus on student achievement, equity and wellness. We discussed the professional learning opportunities our staff were involved in on the October 27th PD day.

Our third school council meeting occurred early in December and it was a planning meeting. We discussed the menu for our school wide Feast, decided on volunteers and created shopping lists.



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Our fourth meeting was held in January. We discussed a parking lot concern that was brought up by Sarah MacKenzie. Steve Parker explained that the sidewalk/cross walk safely brings students to the edge of the property, he suggested blocking off the access to the adjacent lot using the B & M bins. We discussed our upcoming kindergarten promotion in the coming months and the importance of securing high registration rates since staffing is linked to our overall school enrollment. NPS are presenting in the upcoming Student's Come First board meeting in math. We shared our NPS Math video with the council, created by Mrs. Nyberg, featuring NPS students and staff. We shared that the Lion's club will be conducting the Eye See, Eye Learning in February-a free eye exam for every student.

Our fifth and final meeting was held in April. We shared the information for the upcoming Hannah Beach parent presentation as well as the online NPS school clothing website. Our grade 8 representatives provided an update for the upcoming Winnipeg trip and grade 8 graduation.

Profits are for student extracurricular activities, STEM materials and the continued development of NPS garden and outdoor experiential learning.

NPS Fundraising Plan 2023-24

Category of Funds	Timeline	Net Proceeds	Intended use of funds	Closing Balance
Hotlunches Parent Council	Sept-June	0	NA	0
Milk Sales Parent Council	Sept-June	0	NA	1103.16
Hotdog Fridays Parent Council and Parent Grade 8	Sept-June	\$3950	General-Extra curricular, playground equipment, outdoor school garden -Gr. 8 trip and grad	2950
Terry Fox	Sept	\$1500	Charity	
Mabels Labels	Oct-June	\$1500	Picnic tables for outdoor play/learning area	0
Bothwell Cheese Parent Council	October	\$985	General-Extra curricular, playground equipment, outdoor school garden -Student recreation (3rd Gaga Pit)	0
Kindergarten Teacher Sleepover	November	\$800	Picnic tables for outdoor play/learning area.	0



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Honey Parent Council	November	\$150	General-Extra curricular, playground equipment, outdoor school garden -Student recreation (3rd Gaga Pit)	0
Sysco Parent Council	December	\$2995	General-Extra curricular, playground equipment, outdoor school garden -Student recreation (3rd Gaga Pit)	2226.13
Kindergarten Soc Hop	December	\$500	Picnic tables for outdoor play/learning area.	0
Little Caesars Grade 8	January	\$776	General-Extra curricular, playground equipment, outdoor school garden -Student recreation (3rd Gaga Pit)	0
Freezie Fridays Parent Grade 8	February-June	\$1000	General-Gr. 8 trip and grad	0
Kindergarten Bake Sale	February	\$1000	Picnic tables for outdoor play/learning area and kindergarten end of year celebration	0
Bake Sales Parent Grade 8	April May June	\$1055 \$712.30 \$648	General-Gr. 8 trip and grad	0
Halloween Family Dance Parent Council	October	\$643.89	General-Extra curricular, playground equipment, outdoor school garden -Student recreation (3rd Gaga Pit)	0
Valentine's Sock Hop Parent Council	February	\$245.27	General-Extra curricular, playground equipment, outdoor school garden -Student recreation (3rd Gaga Pit)	0
Kindergarten Soc Hop	March	\$500	Picnic tables for outdoor play/learning area and kindergarten end of year celebration	0
Community Kitchen Sock Hop Parent Council	April	\$730.50	Community Donation to First United Church to sponsor a Community Meal	0
Easter "Fun" raiser Parent Grade 8	March	\$1272.02	General-Gr. 8 trip and grad	0
Jump Rope for heart	May	\$1000	Charity	0
Lemonade Stand	June	\$500	Picnic tables for outdoor play/learning area and kindergarten end of year celebration	0



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Principal

New Prospect School

807-223-4713 x 2003

Ignace School

194 Davy Lake Road
Box 418, Ignace ON P0T 1T0
Phone: (807) 934-2212
Fax: (807) 934-6475



Adele Marth, Principal
Gage Bechard, Vice-Principal

Ignace School Parent Council Report 2023/2024

The Ignace School Parent Council is pleased to submit this report for the 2023-2024 school year.

With recruitment efforts, we have maintained a small council comprised of 3 parents and 2 school staff (principal and 1 non-teaching staff). Despite being a small council, we have actively worked to create a school community and to enhance parental involvement and engagement. This past school year, the Ignace School Parent Council was able to achieve quorum for 3 meetings: November 9, 2023; January 18, 2024; and February 8, 2024.

Initiatives of the Ignace School Parent Council this past school year included applying for and obtaining PRO grant funding to facilitate a family dance and family movie night. Both activities were selected as strategies to invite parents to attend activities within the school and to create a positive and welcoming gathering place at Ignace School.

Our Family Dance on February 15th was a huge success with more than 75 people taking part. Our Family Movie night will be held on June 14th, at which time we are excited to be showing the movie "Butterfly Tale" which is a story about friendship, embracing our unique individual characteristics, being resilient, and working hard to

Ignace School

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Adele Marth, Principal
Gage Bechard, Vice-Principal

overcome adversity. Lastly, we will end the school year with a barbeque for parents and students to partake.

Ignace School Parent Council opted not to pursue additional fundraising activities this school year due to many school-groups working hard to fundraise (such as the Grade 7, 8, 9 Toronto Trip, Yearbook, Drama Club). As a small school within a small community, we feel it is important to avoid overwhelming the community with too many simultaneous fundraising initiatives.

Overall, Ignace School Parent Council has successfully achieved the goal that we set out for this school year, and we look forward to growing as a council next school year.

Sincerely,

On behalf of Ignace School Parent Council

Twyla Berube, Chair



Red Lake District High School



June 5, 2024

The 23/24 school year was another great year for the School Council at Red Lake District High School. During the school year, Council met four times, and established an invested group of parents, community partners and school staff.

We had two significant events this year, both of which were supported by our Pro Grant. The first was to create and send out a School Council Mailer. The contents included magnets for parents and a Nicotine Infographic created with our NWHU partners.

GRADUATION REQUIREMENTS

18 Compulsory Credits

- 4 credits in English (1 per grade)
- 3 credits in Mathematics (at least 1 credit in Grade 11 or 12)
- 2 credits in Science
- 1 credit in the Arts
- 1 credit in Canadian Geography (Grade 9)
- 1 credit in Canadian History (Grade 10)
- 1 credit in French as a Second Language or Native Language
- 1 credit in Health and Physical Education
- 0.5 credit in Career Studies
- 0.5 credit in Civics
- 3 additional compulsory Group 1, 2, or 3 credits, 2 of which can be 2 Credits in Cooperative Education

- ✓ 12 Service Credits
- ✓ Ontario Secondary School Literacy Requirement
- ✓ All hours of compulsory assessment
- ✓ 1 Learning Credits

UNDERSTANDING COURSE CODES

The first three letters identify the subject

Example: MPM2D

- M = Mathematics
- P = Physics and Chemistry
- M = Mathematics
- 2 = Grade 11
- D = Distance Learning

Course Item

- 00 = Unenrolled Course 00
- 01 = English 01 (Grade 10)
- 02 = English 02 (Grade 11 and 12)
- 03 = English 03 (Grade 11 and 12)
- 04 = English 04 (Grade 11 and 12)
- 05 = English 05 (Grade 11 and 12)
- 06 = English 06 (Grade 11 and 12)
- 07 = English 07 (Grade 11 and 12)
- 08 = English 08 (Grade 11 and 12)
- 09 = English 09 (Grade 11 and 12)
- 10 = English 10 (Grade 11 and 12)
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- 98 = English 98 (Grade 11 and 12)
- 99 = English 99 (Grade 11 and 12)

Secondly, we hosted a Hannah Beach watch part on April 30th. This event brought 30 parents into our school. We had door prizes including RLDHS swag and Neufeld's book, *Hold on to Your Kids: Why Parents Need to Matter More Than Peers*.

In addition to these events, School Council brought in snacks for educators during Education Week and provided dessert and helped serve at our school's Christmas feast.

RLDHS School Council did not do any fundraising this school year.

This year was very successful and we have a great team sitting on the council. We are looking forward to next year and continuing to support the work of Hannah Beach.

Sincerely,

Chrissy St. Jean

The Keewatin-Patricia District School Board puts students first by creating a culture of learning.

Ms. Taryn Vachon, Principal

Ms. Janet Ramsaywak, Vice-Principal

**Box 310, 60C Hwy 105, Red Lake, Ontario, P0V 2M0
Office Telephone (807)727-2092 Fax (807)727-3136**



VALLEYVIEW PUBLIC SCHOOL

1529 Valley Drive
 Kenora, ON P9N 4K3
 T: (807) 548-4205/F: (807) 548-1937
 Mrs. Lisa Achilles-Belanger, Principal
 Ms Sarah Caldwell-Bennett, Vice Principal

Valleyview School Council Annual Report 2023-2024 June 1, 2024

The 2023-2024 School Council is wrapping up another successful year and a big thank you goes out to all our Valleyview and KPDSB families for their support this year!

2023-2024 School Council Executive

- Chair Shauna Aubin
- Treasurer Shauna Aubin
- Secretary Dawn Baletki
- Principal Lisa Achilles-Belanger
- Vice Principal Sarah Caldwell-Bennett
- Staff Representatives Kate Mays

The Council held 10 meetings throughout the school year, on the first Monday of every month. 1 meeting was postponed for a week.

Council projects and events - highlights

- Equipment Purchase:
 - We will aim to purchase new Spring/Fall equipment by the end of the year
- Sysco Meat Fundraiser
 - We did a new fundraiser this year with the Sysco brand. We circulated the order forms to our families. We had a variety of items from breakfast sausage to steaks and many other goodies.
 - We raised \$1792
- Christmas Craft & Bake Sale:
 - Saturday December 10th, 2022 -
 - We were so excited to host our favourite community event, our Christmas Craft and Bake Sale. We had all our tables sell-out and another very busy event.
 - Family donated baking- we were sold out of our baking quickly!
 - Between table rentals and baking sales we raised \$1787
- Festival Du Voyageur March 6th, 2023
 - Council members reached out to our teachers organizing the event and we supplied a food snack to coincide with the Voyager life. We were asked to make a traditional meal the voyageurs would have had. Our amazing hot lunch crew, we call them our Nana's group, who helped cook a traditional soup (red lentil soup) and we purchased Bannock from Cottage Time.
 - Cost was \$796.21

- **Make it Local March**
 - We brought back Make it Local March again this year after many requests from the Valleyview families and locals as they loved this fundraiser. It was created as a unique opportunity for us to support many of our local businesses and in turn support our students. There were draws daily, Monday to Friday, that had a variety of prizes. The total prize value this year was over \$9400. School council promoted the local businesses on those draw days on social media and we did live events on Facebook highlighting them as well. Each class got the opportunity to come up, spin the large drum tickets and pull the winner. We printed \$4750 tickets and sold 4329 tickets at \$5/ticket.
 - The money from this fundraiser went directly to our bus costs and other items.

- **Year End BBQ**
 - We are hosting a Valleyview favourite once again. It has been several years since we were able to do so. We are having Grant Leutschaft, “The One-Man Band” coming to play live music, we are grilling burgers and hotdogs, a variety of yummy salads, and more. On top of the live music there will be family games, colouring activities, and more.
 - Total cost for this event is estimated at \$3700
- **Busing costs for Swim Lessons**
 - The largest item on our budget is to support our families and offset the cost of the buses to and from swimming lessons. Our portion we fund is approximately \$12,000

- **Hot Lunch Subcommittee:**
 - Vendors used: Cottage time and subway
 - Supplied a variety of meals over the course of the entire year from October to June following the Healthy School Guidelines. Vendors must meet the necessary requirements in order to supply a meal.
 - Funds generated went directly to the School Council account.

- **Field Trips**
 - Each year in our budget we allocate funds for student/classrooms to go on field trips, host experiential learning sessions in class (ie. Guided paint lesson, field trips, etc). Our budget this year is 17 classes at \$300/class which is \$5100 and works out on average to about \$15/student. At the time of this report there are many requests coming which is great to see!

Looking forward to next year...

We are going to have a turnover in our School Council Executive next year as this is my last year as a Viper as it is for a few others. We are actively seeking new members and have full confidence they will do amazing things!

Submitted by,

Shauna Aubin Chair
Lisa Achilles-Belanger, Principal

~Volunteers don't have the time, they have the heart~



Beaver Brae Secondary School

1400 – 9th Street North, Kenora, ON P9N 2T7

PHONE (807) 468-6401 FAX (807) 468-3628

Kristen Fregeau
Principal

Brooks Mejia
Acting Vice-Principal

Gary Lynch
Acting Vice-Principal



June 6, 2024

The 23/24 school year was a great year, for the School Council, at Beaver Brae Secondary School. During the school year, Council meets monthly.

The School Council hosted two fundraising events and opportunities to bring communities into the school, Winter Wonderland Craft and Bake sale and Spring Fling Craft/Vendor sale. Chef hosted a tea with BBSS students at the Winter Wonderland. At the Spring Fling, we partnered with It's a Dog's Life. We had a great turn out of student volunteers at the Winter Wonderland. We had fewer student volunteers at the Spring Fling and in the future will work with the school to promote the need for student volunteers.

On April 10, 2024 our School Council was involved with hosting a parent beading night at the school with Mel Greene and 5 community mental health partner organizations. We had just over 50 people attend and many were new to attending school events. The food was prepared by our Grade 8 Reach Ahead students, we had 6 student volunteers help run the event and we had teachers, EAs, Superintendent Shawnda Norlock, Indigenous Wellness Coordinator, 4D Grad Coach and School Council members participate. We used our PRO grant money for this event. It was very successful in terms of both student involvement and parent/participant feedback. This year we hosted our own event that was new to council as opposed to supporting an existing school event.

Since we had unused funds in the PRO Grant, we hosted a watch party for Hannah Beach at BB in our drama room and encouraged families to attend so that we could have another event building connections with families. The event was called, *Cellphones: what's healthy, what's not and what we can do to support our kids with Hannah Beach*. We had a draw for gift cards to encourage participation.

By all accounts, this year was a very successful year and we have a great team sitting on the council. We are looking for more caregivers to join our team. Looking forward to what next year brings.

Sincerely,

Principal, on behalf of BBSS School Council Chair (Council Chair position unfilled for the 23-24 school year)



Beaver Brae Secondary School

1400 – 9th Street North, Kenora, ON P9N 2T7

PHONE (807) 468-6401 FAX (807) 468-3628

Kristen Fregeau
Principal

Brooks Mejia
Acting Vice-Principal

Gary Lynch
Acting Vice-Principal

Fundraising 23/24:	Fundraising Total:	Expenses:
WW Donation 50/50 Draw	186.50	
WW Craft Table & Tea	693.10	
Spring Fling	630.00	
School Council Meal and Treat hosted June Examination of Learning Week (June 14 expense)	TBD	
Grad Signs Donation to BBSS	Remaining balance donated to Grad Signs	
Total	1509.60	
PIC PRO GRANT- Beading Night		
PIC FUNDS	1500.00	
Beading Night Supplies		212.12
Beading Night Supplies		109.10
Beading Night Supplies		65.32
Beading Night Groceries		145.86
Beading Night Groceries		19.86
Beading Night Groceries		5.66
Beading Night Groceries		62.52
Total		620.44

EMPLOYEE RECOGNITION REPORT
2023-2024

RETIREMENTS			
<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>
Achilles- Belanger, Lisa	Principal	Valleyview Public School	June 30, 2024
Baranesky, Fiona	Elementary Teacher	Golden Learning Centre	June 30, 2024
Beatty, Robert	Secondary Teacher	Dryden High School	June 30, 2024
Berlinghoff, Daniel	Trades/Maintenance	Ear Falls & Golden Learning Centre	October 27, 2023
Bond, Susan	Education Assistant	Ignace Public School	June 21, 2024
Campbell, Trina	Secondary Teacher	Sioux North High School	June 30, 2024
Donnelly, Paul	Custodian	King George Public School	July 31, 2024
Ducharme, Larry	Custodian	Sioux Narrows Public School	April 8, 2024
Edie, Christopher	Facilities Manager	Kenora Board Office	August 30, 2023
Glena, Barbara	Education Assistant	Sioux Mountain Public School	November 30, 2023

RETIREMENTS			
Grolway, Dave	Custodian	Keewatin Public School	June 30, 2024
Hodgson, Kim	Secondary Teacher	Sioux North High School	June 21, 2024
Hopkins, Christopher	Secondary Teacher	Beaver Brae Secondary School	June 21, 2024
Isfeld, William	Secondary Teacher	Beaver Brae Secondary School	June 21, 2024
Iwanyk-French, Cathy	Elementary Teacher	Open Roads Public School	June 30, 2024
Jones, Colleen	Purchasing Clerk	Kenora Board Office	March 31, 2024
Jones, Susan	Secondary Teacher	Dryden High School	June 30, 2024
Lamirande, Denise	Custodian	Beaver Brae Secondary School	October 17, 2023
Lalonde, Michael	Secondary Teacher	Dryden High School	February 1, 2024
Mallyon, Christopher	Education Assistant	Dryden High School	February 29, 2024
McDonald, Deborah	Education Assistant	Red Lake District High School	June 30, 2024
McFee, Sylvia	Elementary Teacher	Red Lake Madsen Public School	June 30, 2024
Negrich, Carol	Education Assistant	Red Lake District High School	October 25, 2023
Olsen-Thompson, Irene	Custodian	Red Lake District High School	July 26, 2023
Parker, Bruna	Education Assistant	Sioux Mountain Public School	August 16, 2023
Rasmussen, Jon	Secondary Teacher	Beaver Brae Secondary School	January 25, 2024

RETIREMENTS			
Sourtzis, Spuro	Secondary Teacher	Dryden High School	June 30, 2024
Storrey, Lorraine	Education Assistant	New Prospect Public School	June 21, 2024
Terry, Dawn-Marrie	Elementary Teacher	New Prospect Public School	June 21, 2024
Zilinski, Pete	Secondary Teacher	Beaver Brae Secondary School	June 21, 2024
Ziolkowska, Miriam	Elementary Teacher	Ignace Public School	November 6, 2023

Acknowledgement of 25 Years of Service

<u>Name</u>	<u>Position</u>	<u>Location</u>
Badiuk, Leana	Education Assistant	Golden Learning Centre Public School
Beal, Bryan	Learning Technologies Manager	Kenora Board Office
Brunton, Patricia	Elementary Principal	Dryden Board Office
Campbell, Lorraine	Secondary Teacher	Red Lake District High School
Carambetsos, Laurie	Elementary Teacher	King George Public School
England, Janice	Secondary Teacher	Beaver Brae Secondary School
Flynn, Teri Diane	Elementary Teacher	Keewatin Public School
Glena, Kerry	Trades/Maintenance	Sioux Lookout Area Schools
Hall, Jodi	Secondary Teacher	Beaver Brae Secondary Schools
Helie, Mary	Executive Assistant	Dryden Board Office
Isfeld, William	Secondary Teacher	Beaver Brae Secondary Schools
Jonasson, Toby	Elementary Teacher	Crolancia Public School
Norlock, Shawnda	Superintendent of Education	Dryden Board Office
Pediny, Mareth	Education Assistant	Beaver Brae Secondary School
Perozak, Shelly	Secondary Teacher	Sioux North High School
Potts, Cheryle	Library Assistant	Ignace Public School
Quistberg, Sherrie	Secondary Teacher	Beaver Brae Secondary School
Roberts, Olivia	Elementary Teacher	Keewatin Public School
Scott, Joan	Education Assistant	Open Roads Public School

Sinclair, Jennifer	Education Assistant	Beaver Brae Secondary School
Stevenson, Jason	Secondary Teacher	Dryden High School
Storrey, Lorraine	Education Assistant	New Prospect Public School
Titze, Jeannie	Education Assistant	Dryden High School
Turcan, Kathy	Casual Administrative Assistant	Kenora Area Schools
Wilkins, Mark	Secondary Teacher	Red Lake District High School
Willis, Georgina	Education Assistant	Ear Falls Public School
Wyllie, Dana	Education Assistant	Dryden High School

Acknowledgement of 15 Years of Service

<u>Name</u>	<u>Position</u>	<u>Location</u>
Ash, Kelly	Secondary Teacher	Red Lake District High School
Bouvier, Suzanne	Elementary Administrative Assistant	Sioux Narrows Public School
Caron, Sharon	Custodian	Savant Lake Public School
Darling, Paul	Secondary Teacher	Dryden High School
Derouard, Lindsey	Elementary Teacher	Keewatin Public School
Green, Martin	Elementary Teacher	Valleyview Public School
Guerrieri, Tamara	Elementary Teacher	Ear Falls Public School
Herbert, Martene	Elementary Teacher	Beaver Brae Intermediate Public School
Houstoun, Bruce	Learning Technician	Dryden Board Office
McDonald, Kyla	Occasional Teacher	Dryden Area Schools
McKenzie, Byron	Secondary Teacher	Dryden High School
Paquette, Robyn	Transportation Officer	Dryden Board Office
Pike, Darlene	Secondary Teacher	Sioux North High School
Reid, William	Elementary Teacher	New Prospect Public School
Spicer, Lee	Library Technician	Beaver Brae Secondary School
Szmon, Diane	Secondary Administrative Assistant	Dryden High School
Tait, Shawna	Education Assistant	Beaver Brae Secondary School
Walter, Robert	Trades/Maintenance	Dryden Area Schools
Whately, Shannon	Elementary Teacher	Sioux Mountain Public School

Wickham, Shelby	Library Assistant	King George Public School
Wrolstad, Sarah	Long-Term Occasional Teacher	Dryden High School
Young, Lindsay	Elementary Principal	King George Public School
Zroback, Janis	Occasional Teacher	Kenora Area Schools

Acknowledgement of 5 Years of Service

<u>Name</u>	<u>Position</u>	<u>Location</u>
Andaya, Randy	Casual Custodian	Red Lake Area Schools
Boivin, Mario	Secondary Teacher	Sioux North High School
Fairley, Matthew	Elementary Teacher	Ear Falls Public School
Faltermeier, Ashley	Secondary Administrative Assistant	Beaver Brae Secondary School
Fex, Emma-Leigh	Library Technician	Open Roads Public School
Fortner, Olivia	Long-Term Occasional Teacher	Sioux Narrows Public School
Garrow, Morgan	Education Assistant	King George Public School
Gate, Carrie-Anne	Education Assistant	Beaver Brae Intermediate Public School
Gauthier, Kasey	Temporary Early Childhood Educator	Lilian Berg Public School
Iwanyk, Crystal	Occasional Teacher	Dryden Area Schools
Joyal, Julie	Secondary Teacher	Beaver Brae Secondary School
Koval, Tina	Casual Administrative Assistant	Pickle Lake Area
Kubisewsky, Helen	Elementary Administrative Assistant	Valleyview Public School
Landry, Denise	Lunch Hour Supervisor	Upsala Area Schools
Lauzon, Stephanie	Education Assistant	Red Lake Area Schools
Letskeman, Tracy	Casual Education Assistant	Kenora Area Schools
Melillo, Nicole	Education Assistant	King George Public School
Melnichuk, Levi	Education Assistant	Sioux North High School
Mushinski, Stephanie	Elementary Teacher	Golden Learning Centre Public School

Ricard, Rhianna	Lunch Hour Supervisor	Kenora Area Schools
Robinson, Gordon	Event Services	Dryden Board Office
Savoie, Kim	Secondary Teacher	Sioux North High School
Schmidt, Chelsie	Elementary Administrative Assistant	New Prospect Public School
Seniw, Janis	Casual Administrative Assistant	Kenora Area Schools
Tuckey, Shannon	Education Assistant	Sioux Mountain Public School
Walker, Steven	Casual Education Assistant	Kenora Area Schools

Respectfully submitted by,
Christy Radbourne, Director of Education

Agenda Item	Discussion	Follow-Up
Call to Order	The meeting was called to order at 12:03 pm.	
Roll Call / Welcome / Opening	<p>Present: L. Goodman, J. Green, S. Jette, G. Kleist, N. Facca, C. Moore, A. Harty, R. Findlay, N. Van Breda, K. Ostman, S. Webber, L. Anderson, T. Zurkan</p> <p>Regrets: K. Gerry, D. Michaud</p> <p>Guests:</p> <p>Recorder: L. Ferrara</p>	
Approval of Agenda	<p>Moved by: S. Jette Seconded by: S. Webber</p> <p>THAT the agenda for the February 21st, 2024, SEAC meeting be approved.</p> <p style="text-align: right;">CARRIED</p>	
Declaration Conflict of Interest	NIL	
Confirmation of Minutes	<p>Moved by: S. Jette Seconded by: S. Webber</p> <p>THAT the minutes of the January 17th, 2024 SEAC meeting be approved.</p> <p style="text-align: right;">CARRIED</p>	
Business Arising from the Minutes	NIL	
Presentation: <i>Finance</i>	<p>R. Findlay</p> <ul style="list-style-type: none"> • Reviewed presentation. 	
Special Education Lead Presentation: <i>Transition Planning</i>	<p>N. Facca</p> <ul style="list-style-type: none"> • Reviewed presentation. 	
Special Education Lead Update	<p>A. Harty</p> <ul style="list-style-type: none"> • The Special Education team is working on certain recommendations from the Right to Read Inquiry. We've been discussing how our board is addressing these recommendations specifically and working on including these in our Special Education handbook. • On the Educational Assessment side of things, we contracted psychologists to complete 10 psychoeducational assessments in November and 10 more in February. • On February 15th we had several staff (including SERTS, admin, central Special Education staff) attend a professional development on the Integrated Transition 	

	<p>Plan process. It started with a 30-minute presentation from Developmental Services Ontario and then we spent time looking at a sample Integrated Transition Plan, and how Special Education Resource teachers from K-12 have a part in this development.</p> <ul style="list-style-type: none"> • Our next professional development workshop will be focusing on collecting data for positive behavior support and conducting functional behavior assessments. • Term 2 Individual Education Plans will be completed by March 8th and will reflect Fostering Student Independence goals for any student who is currently accessing Educational Assistant support. 	
Association Updates	<p>S. Webber (Kenora Association for Community Living)</p> <ul style="list-style-type: none"> • Shared webcast link “The Impact of Human Trafficking in the Developmental Services Sector” and resource link “Partners for Planning” <p>L. Goodman (FIREFLY)</p> <ul style="list-style-type: none"> • FIREFLY’s Children’s Treatment Centre space is now open at Cameron Bay Children’s Centre. FIREFLY clients are being instructed to use the new FIREFLY entrance. 	
Correspondence	<ul style="list-style-type: none"> • Letter to the Minister of Education – Supporting Students with Special Education Needs re: budget/funding gaps, transportation, supporting student needs etc., on behalf of Ontario School Boards’ Special Education Advisory Committee. 	
Director’s Annual Report	<p>C. Moore</p> <ul style="list-style-type: none"> • This link in the SEAC meeting package can be reviewed at your convenience or on the Keewatin-Patricia District School Board website. Encouraging all to review the links/messages and provide input. LINK: http://www.kpdsb.on.ca/pages/view/2024-2029-strategic-plan-consultation 	
New Business	NIL	
Next Meeting Date	March 20 th , 2024	
Adjournment	<p>Moved by: G. Kleist Seconded by: S. Webber</p> <p>Meeting adjourned at 12:53 pm.</p>	CARRIED

Lana Goodman

Chair

Agenda Item	Discussion	Follow-Up
Call to Order	The meeting was called to order at 12:05 pm. It was a collaborative decision to cancel this meeting due to limited attendance and no quorum.	
Roll Call / Welcome / Opening	<p>Present: N. Van Breda, D. Michaud, L. Goodman, L. Anderson, S. Webber, N. Facca, C. Moore</p> <p>Regrets: S. Jette, K. Millar, G. Kleist, J. Green</p> <p>Guests:</p> <p>Recorder: L. Ferrara</p>	
Approval of Agenda	<p>Moved by: Seconded by:</p> <p>THAT the agenda for the March 20th, 2024, SEAC meeting be approved.</p> <p style="text-align: right;">NO QUORUM</p>	
Declaration Conflict of Interest	NIL	
Confirmation of Minutes	<p>Moved by: Seconded by:</p> <p>THAT the minutes of the February 21st, 2024, SEAC meeting be approved.</p> <p style="text-align: right;">NO QUORUM</p>	
Business Arising from the Minutes	NIL	
Special Education Lead Presentation: <i>Functions of Behaviour for SEAC</i>	<p>N. Facca</p> <ul style="list-style-type: none"> • 	
Special Education Lead Update	<p>N. Facca</p> <ul style="list-style-type: none"> • 	
Student Achievement Plan	<p>C. Moore</p> <ul style="list-style-type: none"> • 	
Association Updates		
Correspondence	NIL	
New Business	NIL	
Next Meeting Date	April 17 th , 2024	

Adjournment	Moved by: Seconded by: Meeting adjourned at 12:10 pm.	NO QUORUM
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Chair

Agenda Item	Discussion	Follow-Up
Call to Order	The meeting was called to order at 12:08 pm. We did not have quorum but agreed to review the Special Education Lead Presentation/Update – <i>Developing Skills for Independence using the Prompt Hierarchy</i> and have a short discussion prior to adjourning the meeting.	Send an email to SEAC re: reminder of the importance of quorum and to arrange for alternates.
Roll Call / Welcome / Opening	<p>Present: L. Goodman, S. Jette, G. Kleist, N. Van Breda, S. Webber, K. Gerry, C. Moore, J. Theriault</p> <p>Regrets: J. Green, K. Millar</p> <p>Guests:</p> <p>Recorder: L. Ferrara</p>	
Approval of Agenda	<p>Moved by: Seconded by:</p> <p>THAT the agenda for the April 17th, 2024, SEAC meeting be approved.</p> <p style="text-align: right;">NO QUORUM</p>	
Declaration Conflict of Interest	NIL	
Confirmation of Minutes	<p>Moved by: Seconded by:</p> <p>THAT the minutes of the February 21st, 2024, and March 20th, 2024, SEAC meetings be approved (no quorum, meeting cancelled).</p> <p style="text-align: right;">NO QUORUM</p>	
Business Arising from the Minutes	NIL	
Special Education Lead Presentation: <i>Developing Skills for Independence using the Prompt Hierarchy</i>	<p>J. Theriault</p> <ul style="list-style-type: none"> Reviewed presentation and brochure. 	<p>Shared with SEAC: https://www.tlds.ca/wp-content/uploads/2022/03/FosteringStudentIndependence_Brochure_v4_print.pdf</p>
Special Education Lead Update	<p>J. Theriault</p> <ul style="list-style-type: none"> Last night Hannah Beach spoke with staff and families. You may also wish to check out her book <i>Reclaiming our Students</i>. It is an excellent and easy read where she 	

	<p>breaks down how to restore the teacher/student relationship and provides practical ways to support anxious, aggressive, and shut-down kids.</p> <ul style="list-style-type: none"> • School teams have been doing some work with Dr. Rawana on understanding how to support students and families from a strength-based perspective and approach. • IPRC’s (Identification, Placement, and Review Committee) meetings should all be scheduled by now or waivers received. This is an annual process. • HDLH (How Does Learning Happen) documents are being completed by the daycares and daycares are sending to SELS (Special Education Leaders) for review and then we are sending them to schools once we ensure they have registered at the school. 	<p>Shared with SEAC: http://www.kpdsb.on.ca/pages/view/hannah-beach-parent-nights</p>
Student Achievement Plan	<p>C. Moore</p> <ul style="list-style-type: none"> • Postponed until next meeting. 	
Association Updates	<p>S. Webber (KACL-Kenora Association for Community Living)</p> <ul style="list-style-type: none"> • Inquiring if KACL could connect with KPDSB around the topic of the Human Development and Sexual Health curriculum. <p>L. Goodman (FIREFLY)</p> <ul style="list-style-type: none"> • FIREFLY’s new treatment centre will be hosting a pizza night, April 26th from 3:00 pm - 5:00 pm. There will be a naming contest to name the rooms in the facility. 	
Correspondence	NIL	
New Business	NIL	
Next Meeting Date	May 15 th , 2024	
Adjournment	<p>Moved by: Seconded by:</p> <p style="text-align: right;">NO QUORUM</p> <p>Meeting adjourned at 12:36 pm.</p>	



Chair

Ear Falls Pathways

The Pathways program in Ear Falls provides opportunities and support for all students to plan their individual pathway through school and for each to make a successful transition to secondary school and to their initial postsecondary destination. This is the second full year that the Pathways program has been in place under the model of a Pathways person for the Red Lake Area.

To promote success in school and life, students are supported in identifying their personal interests, strengths, needs, and aspirations. In the Pathways program we use myBlueprint for students to take surveys to learn about themselves and set goals and create a portfolio to highlight their strengths and achievements throughout the year. The Grade 8 students in Ear Falls had 100% completion. A screenshot has been shared in the slide presentation of a student's portfolio in myBlueprint highlighting the surveys she has completed, the art and writing she believes is some of her best work and the career occupation that she would like to research and explore further.

Another mandate of the pathways program is to aid students in transitioning from Elementary school to Secondary school. For the students in Ear Falls it is a much greater change. They will be travelling from the community they have grown up in and the school they can see from their home to another community.

Throughout the Grade 7 & 8 years activities have been planned to try and reduce the anxiety and fear of the unknown for these students. Representatives from the high school travel to Ear Falls Public School to introduce themselves to the students and give students an overview of the differences between elementary school and secondary school. Students are provided with the Guide to Secondary School and have a lesson about the information in the guide. The students are then invited to the high school for hands-on activities in the 2 tech classes: Exploring Hospitality and Tourism TFJ101 and TAS101 Tech and the Skilled Trades. The students also attend a Grade 8 day hosted by the high school where students are mixed with other grade 8 students in the area to tour the school and meet the teachers. Mid March the high school Guidance counsellor walks the students through picking their Grade 9 courses and the students are invited to an activity night at the high school in the Spring. Another feature that students can participate in is Reach Ahead where they can obtain a Grade 9 credit that is offered 2 nights a week. The last lesson of the school year is about community hours and how to track them as they can start earning them in the summer. However, based on the Grade 8 exit survey, and despite all of these opportunities a number of students are not yet feeling prepared for high school.

A third component of the Pathways program is to provide a range of diverse and engaging learning opportunities both in and outside the classroom, that meet the interests of the students and begin the process of obtaining knowledge with respect to career development. This year students signed up for field trips to Dryden for The Skills Ontario Hydraulic crane

building and a Trade Fair combined with a tour of the MNR base. For Girls in the Trades students walked to the town office to meet a woman in the trades, Glenna Wigle, Manager of Public Works. The students also participated in field trips to the Friendship Centre in Red Lake and to a Career Fair in Lac Seul. This year students participated in Mining Matters sponsored by Kinsross, Evolution and West Red Lake Gold Mines. As part of Trade-u-cation week students toured Simmons Logistic Solutions and Pearson's Auto Shop. They learned from Jamie Trippier about being a Millwright and had a tour of OPG Lac Seul Power Dam. Don Carswell our Itinerant Tech Teacher also provided hands on carpentry with popsicle sticks and cement making of garden gnomes.

In conclusion, the Grade 8 students have responded through the Grade 8 exit survey that the opportunities they have been provided through the Pathways program have allowed them to discover their strengths, develop skills, explore possible pathways for the future and that these opportunities have been helpful.



Keewatin Patricia

DISTRICT SCHOOL BOARD

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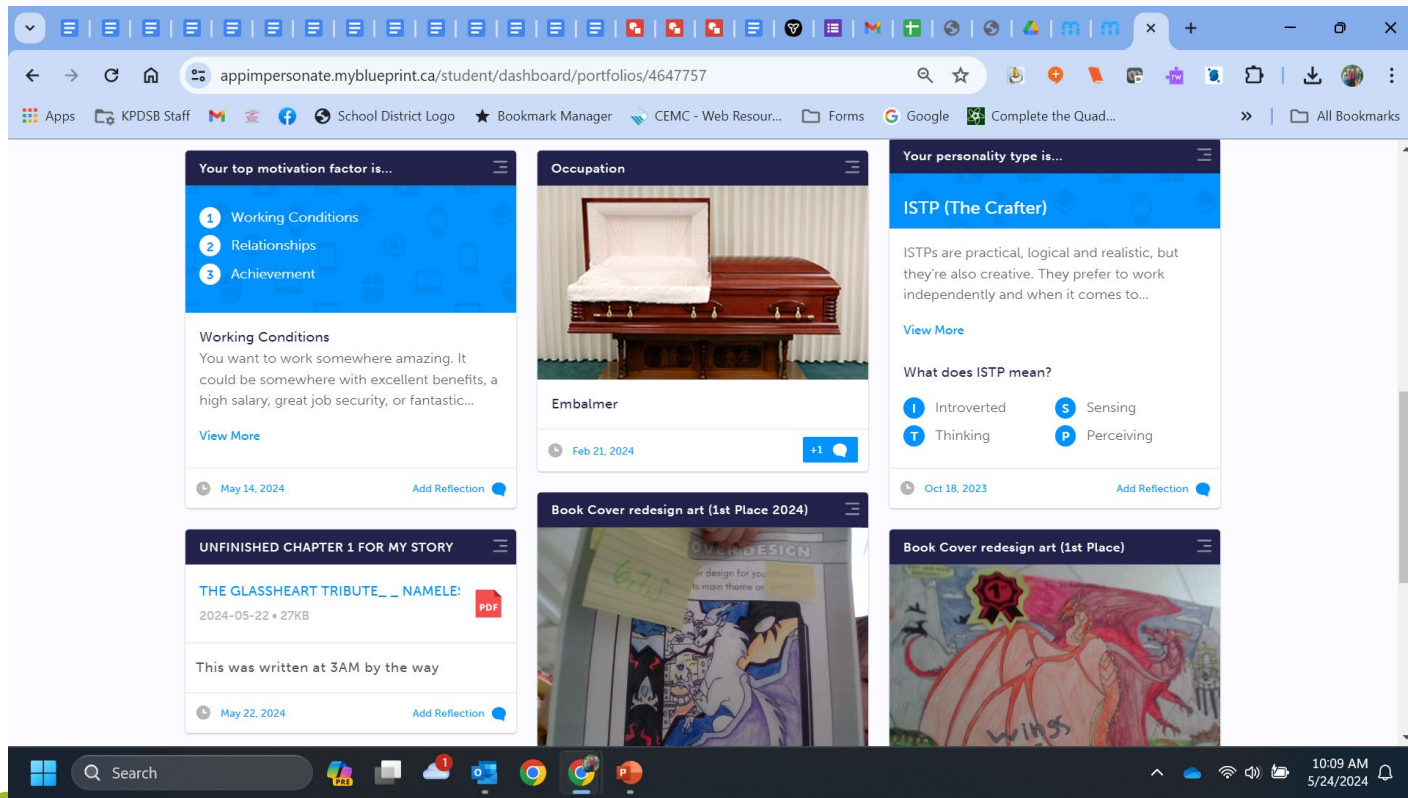
Ear Falls Pathways

Students Come First

Respectfully submitted by,
Ann Gentes Elementary Pathways
KPDSB Board Meeting
June 11, 2024

myBlueprint: IPP and Portfolio

- Students use myBlueprint to document their learning in education and career/life planning.



Transition to High School

Various activities and lessons have been planned to prepare student for the transition to high school.

Grade 8 students attended the high school and participated in the 2 tech classes:
Exploring Hospitality and Tourism TFJ101 and TAS101 Tech and the Skilled Trades



Student Activities

- Skills Ontario Hydraulic Crane Junk Drawer Competition: A board wide work day hosted by Open Roads and Vanessa Clarke Dryden Area Pathways, focusing on the building of the Hydraulic Crane connected to the Grade 8 Science Curriculum.



- Students participated in Mining Matters
- Visiting the Friendship Centre in Red Lake
- Girls in the Trades: Glenna Wigle, Manager of Public Works in Ear Falls shared her career with the Grade 7/8 girls.



Trade-u-cation Week

Grade 7/8 students visited local shops to learn about the trades: Simmons Logistics Solutions and Pearson's Autoshop. Jamie Trippier, a millwright came to the class to share the tools he uses, metal objects he has fabricated and the pathway he took to become a millwright.





Keewatin Patricia

DISTRICT SCHOOL BOARD

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Report to Board

Date: June 11, 2024

Subject: Student Trustee report

Purpose: Information

Recommendation: This report is for the information of the Board.

Link to Strategic Plan: The new strategic plan emphasises focus on inclusive engagement, stating how KPDSB wants to engage in partnerships to ensure a shared sense of belonging within the community. Having student voices included in the board is important and we feel as though this falls under inclusive engagement.

Background Information: During the meetings with student representatives from each school in the school board, we discussed the strategic plan, attendance issues, as well as the destreaming of grade 10. We got to inform students at other schools what advancements were being made regarding the strategic plan for the 2024 to 2029 period. Additionally, we had meaningful discussions about different issues in each school, such as attendance and the use of AI technology. Being the student voice for all students across the school board was a very enjoyable experience. I felt as though I was able to help make changes and voice concerns of the students. I appreciate how all the trustees made me feel as though the student voice truly does matter and I think that having a student voice on the board of trustees is important. Through this role, I learnt the similarities and differences between each school in our board as well as how vastly different our school board is compared to ones closer to the Toronto

district area. I feel as though our school board has to respond to issues differently than other school boards because of the large geographical area that KPDSB encompasses. As student trustees, we organized meetings with student representatives from each school in order to collect the opinions of the students throughout the school board.

Current Situation: As our term of student trustee comes to an end, we are hoping to pass on our experiences from this year to the future student trustees.

Financial Implications: No

If yes, please briefly describe the financial implications:

N/A

Appendices (Executive Summary, Powerpoints, Additional Documents etc.)

N/A



Report to Board

Subject:

Purpose: **Decision** **Information** **Discussion**

Recommendation

Link to Strategic Plan

Background Information

Current Situation

Financial Implications: Yes No

If yes, please briefly describe the financial implications

Appendices (Executive Summary, Powerpoints, Additional Documents etc.)

2024-2025 Special Education Plan Update

The 2024-2025 Special Education Plan for the Keewatin-Patricia District School Board (KPDSB) has maintained its core structure in terms of supporting and enhancing an inclusive model of special education. The KPDSB prides itself on being a system that “puts students first” and accepts every student, new or returning. The KPDSB strives to provide all its students with opportunities to develop the skills, attitudes, and knowledge required to achieve their full potential. The KPDSB is committed to providing optimal educational opportunities for all students. For students with special needs, the KPDSB is committed to:

- providing programs and services wherever possible in home schools;
- providing a range of placement options;
- providing a focus on inclusive practices in its schools as an integral part of school culture;
- developing Individual Education Plans (IEPs) which focus on improved student learning outcomes and on student strengths;
- providing appropriate accommodations and modifications when required;
- promoting respect for differences, diversity, and inclusivity;
- promoting environments for all staff, students, parents/caregivers, and interest holders to focus on shared understandings of common goals; and
- collaborative planning with curriculum central support staff to ensure support for the development of quality programs and provision of services for all students.

The Special Education Plan represents the required consultation process through its Special Education Advisory Committee (SEAC).

Summary of Changes Made to the Special Education Plan 2024-2025

1. The table of contents has been updated to reflect the page number changes.
2. Section 1 - Board Consultation Process: Added a paragraph including a link to where to find majority reports, minority reports and board responses within the Special Education Advisory Committee Meeting Minutes.
3. Changed PowerSchool Special Programs to RISE throughout document.

4. Section 3 – Roles and Responsibilities in Special Education in Ontario: Updated the roles and numbers in the roles (i.e., Area Special Education Leader/Teacher Diagnostician). Updated name of Autism and Positive Behaviour Leader to reflect current practices.

5. Section 4 - Early Identification Procedures and Intervention Strategies: Reviewed in consultation with the Central Administrator for Early Years, Literacy, NTIP, Summer Learning and the Elementary Program Administrator. Added chart listing evidence-based reading interventions that can be implemented with students in each grade level and for each tier, and interventions available to all students who require them to address Right To Read Recommendation #73.

Added information on Response to Intervention to address Right to Read Recommendation #76.

6. Section 5 - The Identification, Placement and Review Committee Process and Appeals: updated to reflect IPRC data from the current school year. Ensured contact information for P/VP was correct in Parents' Guide to Special Education. Pgs. 40-41 Changed to blank REPORT OF IPRC TEMPLATE from RISE.

7. Section 6 - Individual Assessments: Reviewed by the Central Administrator for Early Years, Literacy, NTIP, Summer Learning and the Elementary Program Administrator. Updated list of assessments and assessment tools to reflect current practice. Added language to align with Right to Read Recommendation #137.

Updated SE-013A template.

Updated Educational and Other Assessments chart to reflect current practice.

8. Section 7 - Specialized Health Support Services: Added a live link to Policy and Procedure 312. Removed 'NW SLP' as North Words Speech Language Pathologists are no longer providing Speech Correction and Remediation Services to school-aged children.

Updated language under Speech Language Pathology services to reflect current practices.

9. Section 9 - Exceptionalities: Consulted with a psychologist to ensure that definitions and criteria to identify a student as exceptional align with the Ministry of Education, reflect available services and regional practices. Revisions have been made to criteria for the following identifications: Behavioural.
Updated exceptionality wording for Behavioural, Communicational and Developmental Disability to align with that of the Ministry of Education.
10. Section 11 - Individual Education Plan: Added 'See Appendix B for a list of accommodations that are available to all students at the Keewatin-Patricia District School Board without the development of an IEP' to address Right to Read Recommendation #137.
Clarified which information sources to include on an IEP with regards to which accommodations a student requires to access the curriculum and demonstrate learning.
11. Section 12 - Provincial Demonstration Schools: We presently have 1 student attending a Provincial and Demonstration School.
12. Section 13 - Special Education Staff – Will update once staffing has been completed.
13. Section 14 - Staff Development updated to reflect PD Timelines and Topics for the 2024-2025 school year.
Under Budget Allocation, changed the Behaviour Expertise Amount Allocation and Applied Behaviour Analysis Training Amount Allocation to Behaviour Expertise Component based on name changes within Core Education Funding.
14. Section 15 - Equipment: Updated to indicate that students are not required to be identified through the Identification, Placement, and Review Committee (IPRC) process in order to access assistive technology (Right to Read Recommendation #95).
15. Section 16 - Accessibility of School Buildings: updated the square footage for schools based according to the Accessibility Plan on the KPDSB website.

16. Section 18 – Special Education Advisory Committee: updated list of SEAC Members (current as of May 1, 2024)
Updated Meeting Requirements (when they are held, how they are held and who to contact.)
17. Section 20 – Submission Requirements: updated date of June 11, 2024 Board Meeting
18. Appendix A - Special Education Forms: Will be updated to reflect the most recent changes or forms added
19. Appendix B - Supports and Effective Instructional Strategies Available for All Students: Incorporates Right to Read Recommendation #137

*Respectfully submitted by:
Terri Forster, Special Education Lead
Jenn Gray, Special Education & Safe and Supportive Schools Administrator
Chantal Moore, Superintendent of Education*

KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD



Keewatin Patricia

DISTRICT SCHOOL BOARD

**SPECIAL EDUCATION PLAN
2024-2025**

“The Keewatin-Patricia District School Board puts students first by creating a culture of learning.”

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Section 1

Board Consultation Process

The *Special Education Plan* is intended to assist in the delivery of special education services provided by the Keewatin-Patricia District School Board and is intended to establish a consistent district-wide approach for the future.

There is an annual review of the *Special Education Plan* that takes into consideration issues and feedback from all stakeholders in the education system. Members of the community such as parents, and in particular parents of students with special needs, school councils, community organizations, and students are informed of timelines and methods of providing input through a communication process initiated in November. The Special Education Advisory Committee (SEAC) and board staff are also integral to the review process. Necessary modifications are made to the *Special Education Plan* based on the input received from stakeholders during the review process.

Strategies will be in place to communicate effectively and consistently with all partners within and beyond the Keewatin-Patricia District School Board.

The Special Education Advisory Committee will review proposed changes to the Special Education Plan as appropriate and when deemed necessary.

Any majority or minority reports concerning the board's approved plan that have been received from members of the board's Special Education Advisory Committee (SEAC) can be found within the [SEAC Meeting Minutes](#) on the Keewatin-Patricia District School Board Website. The board's response to these reports will be found in the SEAC Meeting Minutes in the following month.

Summary of Community Input

The guiding principles for the *Special Education Plan* have been gleaned through the ongoing (formal and informal) consultation with professional staff, superintendents, special education resource people, principals, facilitators, support staff, parents and school councils supported by input from Special Education Advisory Committee and other public organizations. There are many consistencies amongst the groups and the following principles reflect the combined perspective and will facilitate the implementation of expanded opportunities in terms of educational program and service delivery that focus on student success.

- stronger partnership between parents, teachers, professionals, staff and the community through ongoing communication
- full understanding by all stakeholders of the IPRC and IEP processes, with consistent procedures and timely assessments
- realistic teacher/student ratio
- multi-disciplinary professional supports
- equitable access to specialized programs

- in-service for staff and administration to ensure understanding of exceptionalities and needs of exceptional students and IEP requirements
- continuum of educational opportunities/placements to encourage students to attain full potential
- seamless transitions

Note: The Keewatin-Patricia District School Board as required (Regulation 464/1997) has ensured that its Special Education Advisory Committee (SEAC) has participated in an annual review of the Special Education Plan.

Section 2

General Model for Education

Keewatin-Patricia District School Board Mission Statement, Vision Statement, Beliefs, Goals

Mission Statement

The Keewatin-Patricia District School Board accepts all students and is committed to providing an excellent education that prepares each student to be a successful individual and a responsible member of society.

Vision Statement

The Keewatin-Patricia District School Board puts students first by creating a culture of learning.

Beliefs

- Education is a core value of Canadian society.
- Academic excellence is important and achievable.
- Students' opportunity to learn is maximized within a secure, safe and nurturing environment.
- All students must have equitable access to our programs and facilities.
- Students must be responsible to themselves, others and the environment.
- All people must be treated with respect, consideration and tolerance.
- Our partners must be meaningfully involved in education.
- Each community's local identity and character must be respected within the context of the large organization.
- Leadership and excellence are important at all levels within the organization.

Goals of an Inclusionary Model

- Special needs are recognized and met through curriculum, teaching strategies and learning environments, which expand opportunities for students.
- Students' special needs are addressed by programs designed to focus on individual learning characteristics, progress and success. Establishing the individual students' program includes identifying and building upon the students' strengths, to support their individual learner needs.
- School staffs share responsibility and accountability for the continuous, careful monitoring and evaluation of the academic, social and emotional development of each child.

- All resources of the school, family of schools, special education and the community are made available to support the child.
- The school and community accept and share ownership for the education of all students attending our schools.
- The school, its community, parents and students continue to work collaboratively towards a vision of all children as part of the school culture. This requires processes and resources designed to develop commitment, involvement and informed support by all.
- Special education is committed to provision of progressive, supportive, exemplary and educationally sound supports and services, which will enable our learners to become reflective, articulate, confident, fulfilled individuals, whose potential for learning is continually challenged.

Philosophy Statement

The Keewatin-Patricia District School Board is entrusted with the responsibility of providing the best possible learning environment for each student through the co-operative efforts of the school, the home, the community, and the Board within its resources.

Special education should be seen as an integral part of the total school program. The placement goal for all exceptional students is to keep them as close to the regular classroom programs as possible with appropriate special education programs and services in place when/where deemed necessary. The ultimate goal will be inclusion in the regular classroom, with withdrawal of students to develop specific skills necessary for meaningful inclusion and specialized support to meet the goals of the Individual Education Plan (IEP).

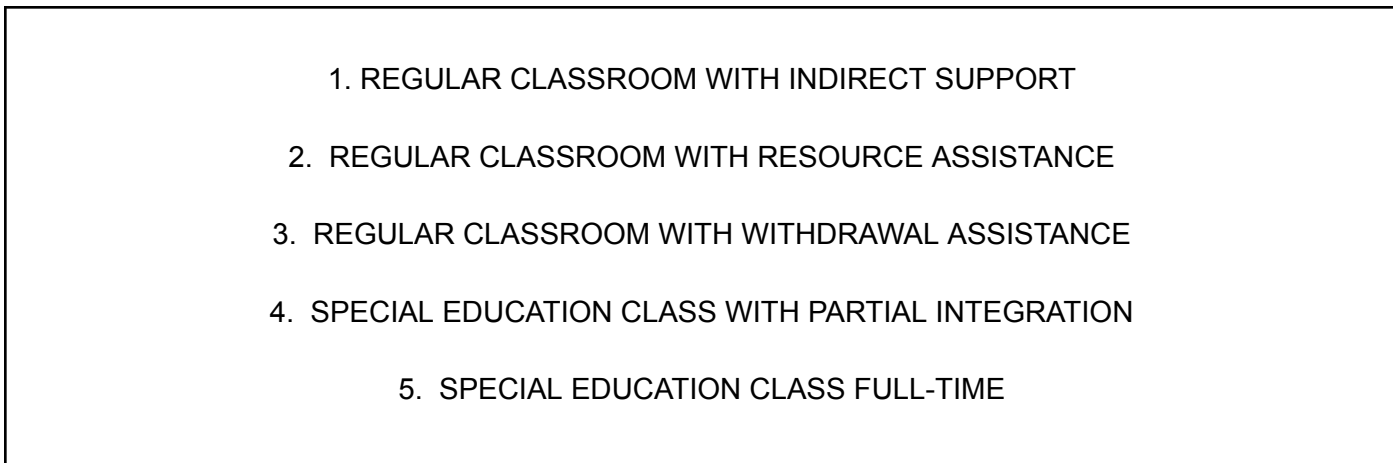
The Keewatin-Patricia District School Board is committed to the integration of exceptional pupils within their neighbourhood schools. The basic premise is that all teachers share responsibility to meet the needs of identified or non-identified students. The goal of special education support services is to provide appropriate resources and program support to all teachers so that as many students with special education needs as possible remain in regular classes for program delivery. The service utilized will be contingent upon the needs of the student(s), as recognized by an In-School Team, Case Conference and/or the appropriate Identification Placement Review Committee.

In order to realize its philosophy of special education, the aims of the Keewatin-Patricia District School Board are:

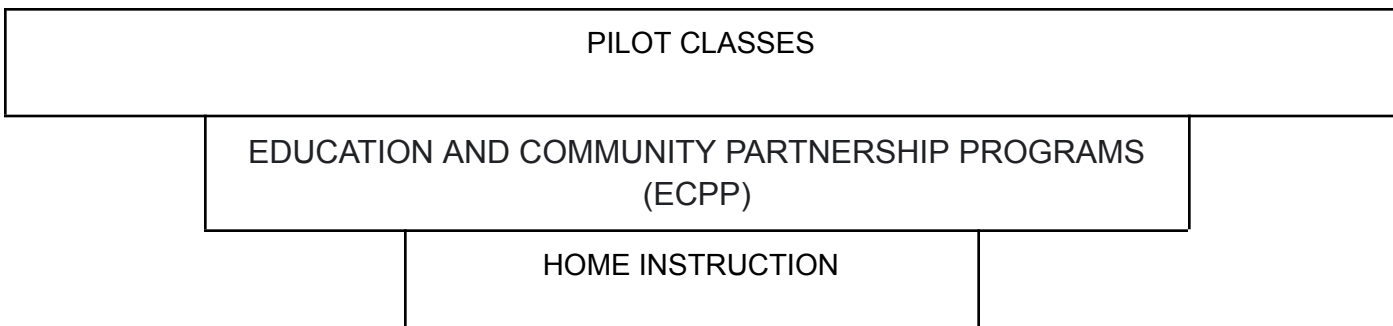
1. To utilize all its human, physical, and financial resources for equitable access to educational opportunities.
2. To direct attention to the capabilities of its students rather than their disabilities.
3. To develop individual potential; intellectually, physically, socially, and emotionally.
4. To provide opportunities for the development and achievement of competence in basic educational and life skills.
5. To encourage the development of creative, critical and inquiring minds.
6. To develop resourcefulness and the ability to understand and cope with change.
7. To nurture the development of:
 - a. Pride in personal achievement
 - b. Self-worth
 - c. Self-respect
 - d. Self-discipline
 - e. Self-confidence

8. To regard education as a vital and dynamic ongoing and lifelong pursuit.

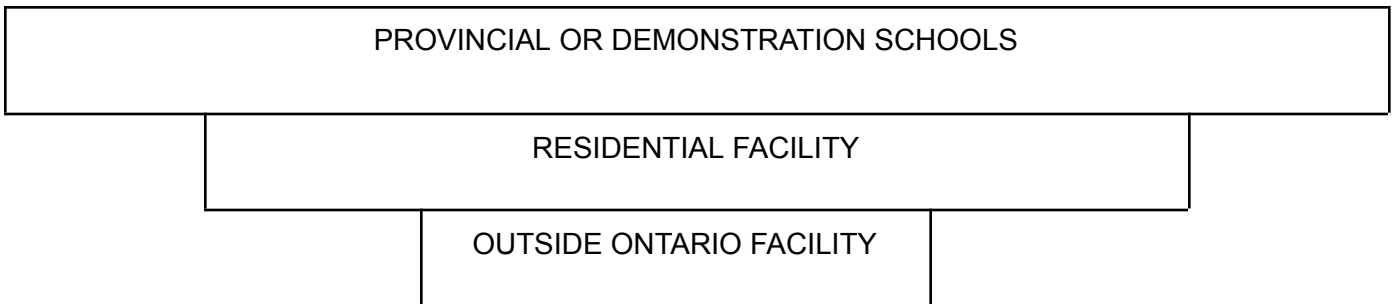
SCHOOL BASED PROGRAMS



SYSTEM BASED PROGRAMS



ALTERNATIVE PROGRAMS



SCHOOL-BASED PLACEMENT OPTIONS

A Regular Class with Indirect Support

The student is placed in a regular class for the entire day, and the teacher receives specialized consultative services.

A Regular Class with Resource Assistance

The student is placed in the regular class for most or all of the day and receives specialized instruction, individually or in a small group, within the regular classroom from a qualified special education teacher.

A Regular Class with Withdrawal Assistance

The student is placed in the regular class and receives instruction outside the classroom for less than 50 percent of the school day, from a qualified special education teacher.

A Special Education Class with Partial Integration

The student is placed by the IPRC in a special education class where the student-teacher ratio conforms to Regulation 298, section 31, for at least 50 percent of the school day, but is integrated with regular class for at least one instructional period daily.

A Special Education Class Full Time

The student is placed by the IPRC in a special education class, where the student-teacher ratio conforms to Regulation 298, section 31, for the entire school day.

Note: The majority of special education students in the Keewatin-Patricia District School Board are placed in “A Regular Class with Indirect Support”.

General Definitions

1. **Exceptional Pupil** means a pupil whose behavioural, communicational, intellectual, physical or multiple exceptionalities are such that the pupil is considered to need placement in a special education program by a committee established under Section 11, *The Education Act*, of the Board. The term “special needs” refers to the needs of the exceptional pupil as defined above.
2. **Special Education Program** means, in respect of an exceptional pupil, an education program that is based on and modified by the results of continuous assessment and evaluation and that includes a plan based on student needs containing specific objectives and an outline of educational services that meets the needs of the exceptional pupil.
3. **Special Education Services** means facilities and resources, including support personnel and equipment, necessary for developing and implementing a special education program.
4. **Integration** means the education of exceptional pupils in regular classrooms with appropriate special education programs and services.

This plan has been designed in accordance with the *Canadian Charter of Rights and Freedoms*, the *Ontario Human Rights Code*, and *The Education Act and Regulations*.

Section 3

Roles and Responsibilities in Special Education in Ontario

THE MINISTRY OF EDUCATION

- Defines through *The Education Act*, Regulations, and Policy/Programs Memoranda, the legal obligations of school boards regarding the provision of special education programs and services, and prescribes the categories and definitions by exceptionality;
- Ensures that school boards provide appropriate special education programs and services for their exceptional pupils;
- Establishes the funding for special education through the structure of the funding model. The model consists of the Foundation Grant, the Special Education Grant, and other special purpose grants;
- Requires school boards to report on their expenditures for special education;
- Sets province-wide standards for curriculum and reporting of achievement;
- Requires school boards to maintain special education plans, review them annually and submit amendments to the Ministry;
- Requires school boards to establish Special Education Advisory Committees (SEACs);
- Establishes Special Education Tribunals to hear disputes between parents and school boards regarding the identification and placement of exceptional pupils;
- Establishes a provincial Advisory Council on Special Education to advise the Ministry of Education on matters related to special education programs and services;
- Operates Provincial and Demonstration Schools for students who are deaf, blind or deaf-blind, or who have severe learning disabilities.

THE MINISTER'S ADVISORY COUNCIL ON SPECIAL EDUCATION

- Advises the Minister on any matter related to the establishment and provision of special education programs and services for exceptional students, including the identification and provision of early intervention programs for students with special needs;
- Responds to proposals or positions of the Ministry of Education or other ministries, as submitted to it from time-to-time;
- Identifies concerns in the delivery of special education programs and services for exceptional pupils and provides information, advice and recommendations for Ministry consideration;
- Submits an annual report and recommendations to the Ministry;

- Has twenty-four (24) members appointed by the Minister, most of whom represent an exceptionality or a profession (e.g., teacher, social worker).

THE EDUCATION QUALITY AND ACCOUNTABILITY OFFICE

- Measures and communicates the achievements of students, schools and school boards;
- Devises the province-wide standardized testing in mathematics, reading and writing.

THE ONTARIO COLLEGE OF TEACHERS

- Establishes and implements standards for certification and teaching practice, and professional development;
- Accredits faculties of education.

Keewatin-Patricia DISTRICT SCHOOL BOARD

- Establishes school board policy and practices that comply with *The Education Act*, Regulations and Policy/Program Memoranda;
- Monitors school compliance with *The Education Act*, Regulations, and Policy/Program Memoranda;
- Requires staff to comply with *The Education Act*, Regulations and Policy/Program Memoranda;
- Provides appropriately qualified staff to provide programs and services for exceptional pupils of the Board;
- Obtains the appropriate funding and reports on the expenditures of special education;
- Develops and maintains a *Special Education Plan* that is amended from time-to-time and meets the current needs of the exceptional pupils of the Board;
- Reviews the plan annually and makes available to stakeholders via electronic means;
- Provides statistical reports to the Ministry as required and as requested;
- Prepares a parent guide to provide parents with information about special education programs, services and procedures;
- Establishes one or more IPRCs to identify exceptional pupils and determine appropriate placements for them;
- Establishes a Special Education Advisory Committee;
- Provides professional development to staff on special education.

SPECIAL EDUCATION ADVISORY COMMITTEE

- Makes recommendations to the Board with respect to any matter affecting the establishment, development, and delivery of special education programs and services for exceptional pupils of the Board;
- Participates in the Board's annual review of its *Special Education Plan*;
- Participates in the Board's annual budget process as it relates to special education;
- Reviews the financial statements of the Board as they relate to special education;
- Provides information to parents, as requested.

SUPPORT SERVICES

Special Education Safe & Supportive Schools Lead Principal

This system level coordinator will supervise, monitor and assist the Special Education Team in making recommendations at the school level in establishing behaviour management plans. Under the direction of the Superintendent of Education who is responsible for Special Education programming, the Special Education & Safe and Supportive Schools Administrator shall:

- provides leadership and support for schools in the areas of Special Education behavioural identification and programming;
- assists principals and vice principals, special education resource teachers, and classroom teachers in providing behavioural supports to students in schools;
- provides assistance with program planning for exceptional behavioural students, including alternative learning opportunities;
- collaborates and coordinates services with community partners in providing support for behavioural students, families, and schools;
- facilitates and coordinates the Special Education Team, which can include the Applied Behaviour Analysis Leaders, Area Special Education Leaders, Teacher Diagnosticians, School Administrators, Special Education Resource Teachers and classroom teachers, education assistants and parents, guardians and caregivers;
- Supports the FASD, SPARK, FIREFLY and other Education and Community Partnership Program classrooms.

Area Special Education Leader/Teacher Diagnostician (1.3 Teacher Diagnostician, 2.9 Special Education Leaders)

This is a system level support service located at Program Services. Under the direction of the Superintendent of Education, the Area Special Education Leader shall:

- Collaborate with the school personnel and parents in matters pertaining to special education;
- Provide assessment services;
- Provide programming assistance;
- Assist in Identification Placement and Review Committee process;
- Develop and provide in-service as requested;
- Assist and support in the development, implementation and review of system needs in special education;
- Keep informed of all legal requirements governing special education;
- Recommend supplies, materials, trends and tests for special education personnel;
- Prepare documentation for students being considered for admission to Provincial/Demonstration Schools;
- Access personnel from Provincial/Demonstration Schools for assessments, consultations, and professional development;
- Consult as required with parents and students;

- Resource to SEAC (Special Education Advisory Committee);
- Liaise with psychologist(s);
- Perform other duties determined by the Superintendent of Education.

Autism and Positive Behaviour (APB) Leader: (2.8)

This is a system level support service. Under the direction of the Superintendent of Education, the Autism and Positive Behaviour Leader shall:

- Consult and collaborate with educators to support students with Autism Spectrum Disorder to develop positive behaviours, learn new skills, and decrease behaviours;
- Collaborate with educators to develop transition plans;
- Assist educators with program planning to incorporate Applied Behaviour Analysis instructional strategies;
- Assist with identifying the possible function of behaviours and recommend strategies that are appropriate for the hypothesized function;
- Provide data collection tools and support educators with data collection;
- Recommend and/or supply materials and resources;
- Develop and deliver professional development workshops;
- Participate in case conferences and IPRCs as necessary.

Special Education Amount Administrator:

This is a system level support service provided by a qualified administrator. Under the direction of the Superintendent of Education, the Special Education Amount Administrator shall:

- Collaborate with the IT department to select the Special Equipment Amount (SEA) technology for the school year;
- Ensure that SEA technology orders are completed properly before being sent to the Finance Department;
- Maintain files that include letters from professionals indicating that students would benefit from the use of assistive technology;
- Work with Special Education Leaders to deliver in-service and professional development to Special Education Resource Teachers regarding the effective use of technology to enhance educational programming;
- Perform other duties as determined by the Superintendent of Education.

Mental Health Leader (1.0)

This is a system level support service. Under the direction of the Superintendent of Education, the Mental Health Leader shall:

- Be responsible for the promotion of positive mental health for all students;
- Coordinate the delivery of mental health awareness and literacy programming;
- Support administrators in leading mentally healthy schools;
- Support educators in building pathways to care (Tier 3);
- Work with system leaders in the board and community to monitor, support and revise the comprehensive KPDSB Mental Health and Addictions strategy;
- Support the role of Student Counsellors;
- Serve as a liaison for provincial mental health initiatives by collaborating with other School Mental Health Leaders and School Mental Health Assist across the province to share learning and to provide input into development and implementation of provincial resources;
- Submit reports to the Ministry as required throughout the year on project activities and findings.

School-Based Clinicians (2.3) (1.0 Sioux North High School in Sioux Lookout. 1.0 at Dryden High School/Ignace High School and .0.3 at Ear Falls Public School)

Under the direction of the FIREFLY Senior Manager and the Superintendent of Education (or designate) working closely with the school administration, the School-Based Clinician shall:

- Utilize assessment tools as required;
- Document work with clients and maintain current client records;
- Work collaboratively under pressure, while establishing strong partnerships with community stakeholder organizations;
- Work from a 'strengths-based, solution-focused' perspective to facilitate positive problem solving while accessing a family's inherent strengths to address mental health challenges;
- Develop, coordinate and implement intervention plans on a case-by-case basis.

Student Counsellor (7.0)

Under the direction of the Superintendent of Education and working closely with the Mental Health Leader, following *The Education Act* and its Regulations, the student counsellor shall be responsible for promoting best practices and assisting administrators, teachers and students in the area of behaviour, social and family support and school mental health counseling. The Student Counsellor shall:

- Provide consultative and collaborative services to school personnel in their efforts to ensure appropriate educational opportunities are available to all students;
- Provide assistance to students having difficulty learning and coping in school due to social, emotional, behavioural and attendance factors;
- Provide supportive and consultative strategies to assist students with mental health challenges and needs, including support services for parents, guardians, and school staff;
- Provide in-service in the area of child development, behaviour management, intervention strategies, communication systems and codes of discipline;
- Ensure that they remain current with which community agencies are available in the region to support students;
- Assist school personnel to plan proactive strategies for dealing with high risk students and create student support networks both within the school and the community;
- Provide, upon request, a mediating function in emotionally charged school/home/community relations when students are involved;
- Participate in case conferences, join school staff in meetings with parents, and serve as a resource to special education/IPRC meetings;
- Liaise with outside agencies to:
 - link students and their parents with community resources;
 - ensure clarity of communication;
 - ensure consistency of application of strategies;
 - support and encourage community agencies to expand services for students;
- Consult with Guidance Counsellors regarding provision for career counselling when appropriate;
- Respond to attendance referrals on an as-needed basis for students who are absent for more than 15 consecutive days;
- Maintain case files; prepare case notes and reports as required;
- Be a member of the Tragic Emergency Response Team (TERT).

Speech Language Pathologist (4.0)

Speech Language Pathologists are registered with the College of Audiologists & Speech Language Pathologists of Ontario (CASLPO) and provide the system with expertise in the areas of communication sciences, development, disorders, and intervention.

The Speech Language Pathologist (SLP) hired by the Board or engaged as necessary, on contract, shall be responsible to the Superintendent of Education for:

- The administration and interpretation of specialized assessments; detailed report writing;
- Assisting with the development of individualized and/or group program plans that are delivered to students through the provision of in-school support services;
- Supervision of Speech Language Assistants (SLA), as available, based on CASLPO's Guidelines for Use of Supportive Personnel;
- Assessment and programming consultation with caregivers, classroom teachers, educational assistants, special education resource teachers, and outside agency supports (with applicable consents);
- Participation in case conferences, IEP development, IPRC meetings, as needed; initiating referrals to other professionals, as needed;
- The provision of in-service training and professional development opportunities, as needed.

Psychologist

A registered psychologist provides the system with expertise in many areas.

The psychologist(s) engaged as necessary, on contract, shall be responsible to the Superintendent of Education for:

- The administration and interpretation of specialized assessments that may only be done by a registered psychologist;
- Reviewing psycho-educational assessments as deemed necessary;
- The in-service and development of Program Services personnel concerning assessments and alternative management strategies;

The Keewatin-Patricia District School Board contracts out its psychological support services to Dr. Michael Stambrook.

THE SCHOOL PRINCIPAL

- Carries out duties as outlined in *The Education Act*, regulations, and policy/program memorandum, and through Board policies;
- Communicates Ministry of Education and school board expectations to staff;
- Ensures that appropriately qualified staff are assigned to teach special education classes;
- Communicates Board policies and procedures about special education staff, students, and parents;
- Ensures that the identification and placement of exceptional pupils, through an IPRC, is done according to procedures outlined in *The Education Act*, regulations and Board policies;
- Consults with parents and with school board staff to determine the most appropriate program for exceptional students;
- Ensures the development, implementation, and review of a student's Individual Education Plan (IEP), including a transition plan, according to provincial requirements;
- Ensures that parents are consulted in the development of their child's IEP and that they are provided with a copy of the IEP;
- Ensures the delivery of the program as set out in the IEP;
- Ensures that appropriate assessments are requested if necessary and that parental consent is obtained.

THE IN-SCHOOL SUPPORT TEAM*

Establishing an in-school support team is an important first step in creating conditions that will enable a student who is experiencing difficulty to succeed in the learning environment. School boards do not have a legislated responsibility to establish in-school teams, but many boards find that such teams can provide interventions and supports that effectively meet the student's needs.

An in-school team can collaboratively review instructional strategies and interventions that have been implemented, as well as the student's responses to them, and assess their effectiveness. The team may also consider whether and how to incorporate recommendations made by out-of-school professionals. An in-school team may also be involved in referring a student to an IPRC or developing an IEP, including the transition plan.

The school team is made up of people with various types of expertise who work together to:

- support the student, the parent, and one another;
- collaborate, consult, and share information and knowledge to identify strategies that may increase the student's learning success.

Teams are designed to suit the specific needs of the students within the school, using the individual resources and skills of the school and/or board staff in order to respond to these needs. The principal, in collaboration with school staff, may establish formal guidelines for the team's membership, meeting times, and procedures for recording and reporting on its activities.

The composition of the in-school team will vary depending on the team's purpose. However, each team consists of a core group of individuals. In most schools, the core members of the in-school team would include:

- the student's classroom teacher(s) and/or the "referring" teacher;
- the principal or vice-principal;
- the school special education teacher (if available);
- a guidance teacher/counsellor (especially at the secondary level);
- the student success teacher (especially at the secondary level).

Where appropriate, the in-school team may also include – or may seek assistance from – board staff and professionals in the community who have expertise in the various exceptionalities and who have experience in areas such as speech and language development, psychology, physical and occupational therapy, social work, modification of curriculum expectations, and English as a Second Language/English Literacy Development (ESL/ELD).

As circumstances require, the in-school team may also seek assistance from parents and other family members, as well as outside resources such as:

- community associations/agencies, such as Friendship Centres or other Indigenous partners/organizations;
- service providers from the Ministry of Health and Long-Term Care, the Ministry of Community and Social Services, and the Ministry of Children and Youth Services.

The development of a student's IEP often involves the core group of the student's in-school team in addition to other individuals. The development of a transition plan, as part of the IEP process, often involves many of the same team members; however, there may be a need to consult health care and social service agencies, employer groups, and educational institutions.

The active involvement of parents and the student enhances the effectiveness of the school team. Parents and students have important information to share with members of the team and should be invited to meet with the team when necessary and as appropriate. The support of parents has positive and pervasive effects on the student's success in school, and parents should be encouraged to feel that their contribution is a valuable part

of the team process. Note that principals are required to ensure that parents and the student, if the student is 16 years of age or older, are consulted in the development of the IEP, which is a team process.

* **Adapted from: *Special Education in Ontario* (Ontario Ministry of Education, 2017), “Section C: Early Identification, Assessment, and Transition Planning”, pp. C22 – C23.**

Stages in the In-School Support Team Process

Stage 1. Classroom Screening and Intervention

Apart from the parent/guardian, the classroom teacher is usually the first person to recognize that a student is experiencing difficulty in learning. Generally, the teacher initiates the problem-solving process at the classroom level. The teacher should discuss the concerns with a previous teacher, review information in the student's Ontario Student Record (OSR) and make some initial program adjustments (refer to the Teacher Intervention Checklist). The teacher should also contact the student's parents/guardians to discuss the matter and the planned program adjustments. During this process, using their professional judgement, the teacher is able to form their own assessment about the student's strengths and needs. The teacher, principal (and other relevant staff) then determines what resources, support personnel, and strategies are available to meet those needs. If the student continues to have difficulty, a referral is usually made to the in-school support team. Ongoing communication with the parents/guardians can elicit valuable information about the student and is encouraged.

Stage 2. Referral to the In-School Support Team

At the request of the student's teacher or the principal, the in-school support team will allocate time at a regularly scheduled team meeting for discussion of the student's problems with learning. Some school boards have a practice of notifying the parents/guardians prior to the meeting about the issues to be discussed. Problems may be academic (either underachievement or the need for enrichment), behavioural, social, or a combination of these, or may involve such things as poor attendance, medical issues, or a variety of other circumstances that are adversely affecting the student's learning.

In addition to regular members of the team and at the invitation of the team leader/chair, the team may include additional persons who have information or expertise to share. The selection of additional members depends on the needs of the student and the personnel resources available to the school team. Team members may include the teacher-adviser, teachers who work with the student, paraprofessionals who work with the student, and service providers from community agencies who may have relevant information to share. Where a number of teachers are involved (as in secondary school), some information may be presented through reports collected from teachers. However, it is important for those most closely involved with the student to be present. The meeting should be structured to establish a welcoming atmosphere and to ensure that all participants feel that their opinions are valued and respected.

Attention to details such as choice of room, seating arrangements, and introductions can contribute to a productive meeting. (Refer to Appendix 1 for a sample agenda checklist.)

The referral to the in-school support team may result in one or a combination of the following actions:

- a determination of the interventions or accommodations needed;
- program interventions in the regular classroom;
- a Functional Behaviour Analysis (FBA) conducted by the in-school support team;
- classroom circles used in the regular classroom;
- the addition of specific supports in the classroom or the withdrawal of the student from the classroom for limited periods of time (e.g., for remediation, intervention or enrichment);
- referral to other specialized services, including itinerant hearing, vision, and/or speech and language services, psychological services, and social services or medical support;
- referral for assessment, which may or may not lead to an IPRC referral;
- ongoing monitoring leading to review after several weeks.

The overall goal of the program-planning process is to enable the student to learn successfully. Decisions about interventions and accommodations to the learning environment are best made at the in-school support team meeting. The needs of the individual student, the resources available, and parent/guardian and student preferences must all be considered in determining the nature and extent of the interventions and accommodations recommended and provided. The in-school support team uses the expertise of its members to make decisions about how to assist the student to achieve to the best of their ability. Follow-up monitoring permits the team to build on the student's success and to change the interventions that are not effective.

Stage 3. Follow-Up Meetings of the In-School Support Team

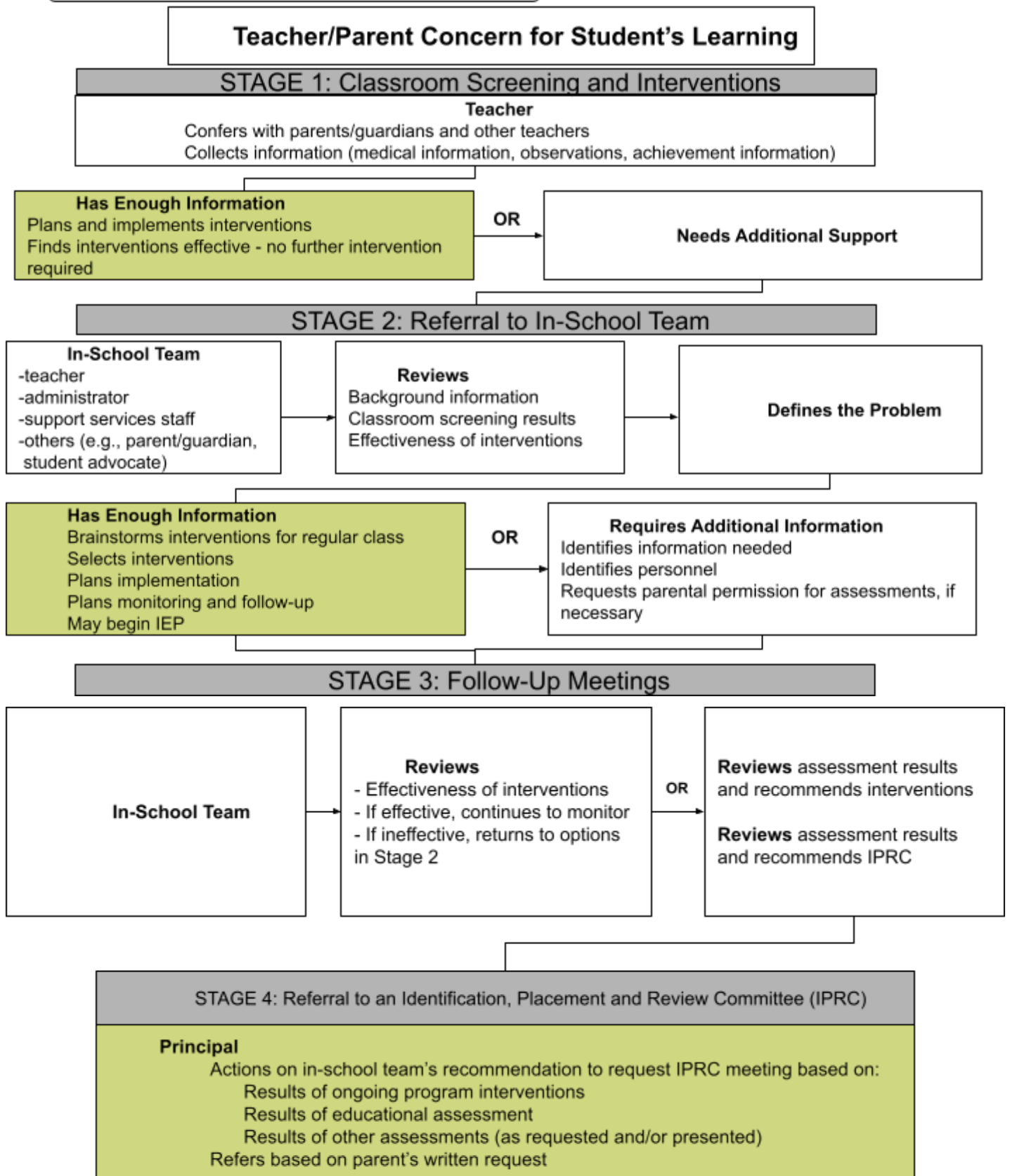
A student's case may be discussed once or over several meetings of the in-school support team, depending upon the student's ongoing or changing needs, the success of school-based problem-solving efforts, and the need for additional information from specialized services.

APPENDIX 1: SAMPLE AGENDA FOR AN IN-SCHOOL SUPPORT TEAM MEETING

An in-school support team meeting usually proceeds in an informal yet orderly manner, with a prepared agenda. Team members:

- welcome the referring teacher to the team, ask the teacher to describe the issue or concern, review the current level of support, and discuss the teacher intervention checklist;
- ask the special education resource teacher or other support personnel to contribute additional information from informal observation and assessment;
- ask clarifying questions and decide if there is enough information to begin problem solving;
- ensure that there is consensus on the nature of the problem;
- discuss, evaluate, and refine suggestions and possible interventions;
- ask the referring teacher to choose interventions for an initial trial;
- determine the support needed to implement the chosen interventions;
- define the criteria for evaluating the success of the action plan;
- decide what additional input is needed, if any;
- set the date for follow-up to assess the effectiveness of the outlined interventions for this student.

Figure C.1: Stages of the In-School Team Process



THE TEACHER

- Carries out duties as outlined in *The Education Act*, Regulations, Policy/Program Memoranda and the Code of Ethics;
- Follows Board policies and procedures regarding special education;
- Maintains up-to-date knowledge of special education practices;
- Works with special education staff and parents to develop the IEP for an exceptional pupil;
- Provides the program for the exceptional pupil in the regular class, as outlined in the IEP;
- Communicates the student's progress to parents;
- Works with other school board staff to review and update the student's IEP.

SPECIAL EDUCATION RESOURCE TEACHER (SERT)

- Holds qualifications, in accordance with Regulation 298, to teach special education;
- Monitors the student's progress with reference to IEP and monitors the program as necessary;
- Assists in providing educational assessments for exceptional pupils;
- Under the direction of the principal, and in addition to the responsibilities listed under "The Teacher", the special education resource teacher shall:
 - (a) oversee the implementation of the Board directives in the approved *Special Education Plan*, with special attention to the organization and operation of the IPRC process;
 - (b) collaborate with the teacher(s), review the identified student needs, coordinate the development of an Individual Education Plan (IEP) for each exceptional student;
 - (c) administer formal and informal assessments, and conduct classroom observations of student performance as part of the data collection process;
 - (d) interpret the results of assessments, testing, and observations to develop appropriate programming strategies;
 - (e) facilitate the organization of the in-school team meeting/case conference and assist in its operation;
 - (f) collaborate with teachers in the development of appropriate instructional and socialization strategies to meet student needs;
 - (g) provide program ideas and modifications, supplementary resource materials and behavioural strategies to teachers, education assistants, parents and peer tutors;
 - (h) as part of the collaborative process, provide direct instruction to the student in the classroom or through withdrawal where it cannot be provided in the classroom and where it is in the student's best interest to be withdrawn;
 - (i) provide examination/test/assignment assistance when required, and whenever possible, in the classroom;
 - (j) share up-to-date professional information regarding special education;
 - (k) facilitate effective communications with students, parents, teachers, administration, special education support staff and community-based agencies;
 - (l) collaborate with the classroom teachers in matters of student integration;
 - (m) direct and monitor special education teacher assistants in collaboration with the classroom teacher;
 - (n) liaise with outside agencies, clinics and medical practitioners regarding student's identified needs;
 - (o) perform other duties as determined by the principal.

SPECIAL ASSIGNMENT TEACHER (.3 Central SAT of Students with Visual Impairments)

In addition to the responsibilities listed under “The Teacher” and the “Special Education Resource Teacher” and under the direction of the principal, the...

Teacher of Students with Visual Impairments (TSVI) will:

- Work exclusively with a student with a blind/low vision need;
- Provide direct instruction of the Expanded Core Curriculum;
- Teach pre-braille;
- Incorporate programming goals provided by consultants from W. Ross MacDonald School for the Blind;
- Locate and prepare necessary manipulatives required for instruction and programming;
- Act as a sighted guide for students with Blind/Low Vision needs.

.30 Special Assignment Teacher for Students with Visual Impairments will:

- Have SERT responsibilities for students with Blind/Low Vision needs;
- Support SERTs and teachers of other students of the board with Blind/Low Vision needs.

EDUCATION AND COMMUNITY PARTNERSHIP PROGRAM TEACHER (ECP TEACHER)

In addition to the responsibilities listed under “The Teacher” and the “Special Education Resource Teacher” and under the direction of the principal and the agency involved, the ECP teacher shall:

- Collaborate in the development of an Individual Education Plan based on the student’s needs;
- Provide direct instruction tailored to the student’s individual needs;
- Share with classroom/subject teachers the student’s Individual Education Plan;
- Perform other duties as determined by the principal of the ECP program and the agency involved.

SPECIAL EDUCATION CLASSROOM TEACHER

Under the direction of the principal, the special education classroom teacher shall carry out all the responsibilities listed under “The Teacher” and the “Special Education Resource Teacher.”

EDUCATION ASSISTANT (also referred to as EA)

Position Summary: Under the supervision of the principal, and in accordance with the Board Special Education Plan, assists designated students with activities of a special program, including modification and preparation of materials and activities. Provides observation and assessment data, record keeping, care and assistance, as well as medically necessary interventions (e.g., catheterization, suctioning, etc.) and physical assistance where necessary. The position involves working in partnership within the school as a whole, supporting all students and dealing with and maintaining confidential information.

Specific Duties:

- Assists classroom teachers and other educational support staff in modifying and implementing programs to meet the specific needs of the individual student. Assists in the administration of tests and examinations by reading, scribing and clarifying questions for assigned students;
- Attends to the physical needs of students i.e., dressing, lifting, feeding (including feeding tubes), toileting (including clean catheterization as per Board Policy), providing maintenance therapy, administration of medication (in accordance with Board Policy) and assisting in personal hygiene of students;
- Supervises identified students in and around the school, on co-operative education work placements, on field trips during school hours and during recess/nutritional breaks and lunchtime;
- Communicates effectively, regularly and as appropriate with teachers, special education resource teachers, principal, and/or other staff and parents/guardians, as well as appropriate outside agencies regarding progress of the student in relation to their individual modified program(s), effects of

implementation of special programs and strategies, identification and referral of changes in student needs. Communication practices are unique to each environment and are established by the classroom teacher/special education resource teacher and/or principal, or designate;

- Responds to student communication needs through the use of sign language, Braille, speech and language exercises, augmentative communication methods and interpretation;
- Under the direction of the classroom/special education resource teacher, instructs students individually, or in small groups and follows up with students regarding homework assignments checking for completion, correctness and understanding of instruction;
- Assists in developing, implementing, reviewing, evaluating, revising and monitoring behaviour management programs for designated students;
- Reviews and becomes familiar with the needs and goals of designated students through review of individual education plans and other relevant resources including participation in appropriate training/professional development sessions;
- Provides input and support to classroom/special education resource teacher for the evaluation of programs and student progress, including the individual education plan;
- Implements containment methods in accordance with the Board endorsed program and the individual student safety plan;
- Assists in the utilization, inventory and maintenance of equipment needs such as sound field systems, computer peripherals, wheelchairs, standing frames, Hoyer lifts, and adaptive communication devices;
- Supports classroom and special education resource teacher with home/school communication.
- Collects and charts data and assists the teacher in other functional assessment activities to determine a student's development level;
- Assists in ensuring a safe environment through sharing supervision of students during arrivals and departures, lunches, recesses/nutritional breaks and in the classroom during the teacher's brief unscheduled absence;
- May be required to work with students outside of the school environment e.g., independent living, co-op placements, etc.;
- Other related duties as assigned.

Points to take into consideration when assigning duties to education assistants:

- EAs are assigned to the school not to a specific student.
- Communication to parents is done through the teacher or school administration.
- EAs must become familiar with the needs of the students. Developing a student profile, in conjunction with the teacher, for each student with special needs is an effective way of ensuring that all the student needs are met.
- EAs carry out the program developed by the classroom teacher, resource teacher and the school administration.
- EAs must maintain documentation so that when the need arises a substitute can follow the program with a minimal amount of disruption.

Procedure For Education Assistant Access to the IEP

Education assistants will have access to a copy of the IEP as they work closely with students, and they must be aware of the student's needs and goals. A copy of the IEP can be obtained from the SERT and will remain in the school.

Education assistants may have an opportunity for input into the creation of the IEP.

EDUCATION ASSISTANT – POSITIVE BEHAVIOUR SUPPORT (PBS)

Position Summary: Under the supervision of the Principal, and in accordance with the Board Special Education Plan, assists designated students with activities of a special program, including modification and preparation of materials and activities.

Specific Duties:

- Provides observation and assessment data, record-keeping, care and assistance, crisis intervention, behaviour management, family support, mentoring, modelling, and life skills training, either on a one-to-one basis or in a group environment;
- Performs, where necessary, medically necessary interventions and physical assistance. Attends to the physical needs of students i.e., dressing, lifting, feeding (including feeding tubes), toileting (including clean catheterization as per Board Policy) and provides maintenance therapy, administration of medication (in accordance with Board Policy) and assisting in personal hygiene of students;
- Involves working in partnership as part of a multidisciplinary team, supporting all students and dealing with and maintaining confidential information;
- Communicates effectively, regularly and as appropriate with teachers, special education resource teachers, principal, and/or other staff and parents/guardians, as well as appropriate outside agencies, regarding the progress of students in relation to their individual modified programs(s), the effects of implementation of special programs and strategies, and the identification and referral of changes in student needs;
- Responds to student communication needs through the use of sign language, Braille, speech and language exercises, augmentative communication methods and interpretation;
- Assists in developing, implementing, reviewing, evaluating, revising and monitoring behaviour management programs for designated students. Facilitates development of students' self-monitoring skills and contributes to building student independence;
- Reviews and becomes familiar with the needs and goals of designated students through review of individual education plans and other relevant resources including participation in appropriate training/professional development sessions;
- Assists teachers and other education support staff in modifying and implementing programs to meet the specific needs of the individual students. Assists in the administration of tests and examinations by reading, scribing and clarifying questions for assigned students;
- Assists teachers and SERTs in developing and implementing behaviour, family and academic support plans. Works collaboratively as a member of a PBS team and uses initiative to implement the student program as directed in the student's IEP (Individual Education Plan);
- Assists teachers and SERTs in the delivery of students' educational programs and implementing various behavioural therapies and interventions. Undertakes various approaches to modify and adapt curriculum and parallel activities;
- In cooperation with teacher and SERTs, instructs students individually or in small groups and follows up with students regarding homework assignments checking for completion, correctness and understanding of instruction;
- Demonstrates and practises proactive behaviour strategies to be able to work effectively with students who demonstrate challenging behaviour;
- Assists and supports teachers and SERTs in classroom management and developing strategies to assist with the development of the Individual Educational Plan (IEP);
- Attends IPRC meetings as part of a team, assists in planning and preparing programs for PBS-designated special education students with the guidance and direction of the teacher/facilitator;
- Fully assigned to the PBS role, assists in ensuring a safe environment through sharing supervision of PBS students during arrivals and departures, lunches, recesses/nutritional breaks and during the teacher's brief unscheduled absence only. Entitlement to breaks and lunch, in accordance with the collective agreement, will be scheduled in cooperation with the the teacher , SERT and other PBS EAs;
- May be required to work with PBS students outside of the school environment, e.g., independent living, co-op placements, etc.;

- PBS EAs are expected to possess the ability to build trusting and respectful relationships with staff and students, participate in physical, recreational, and educational activities for students and provide students with a positive role model;
- Other related duties as assigned.

EDUCATION ASSISTANT – TRANSITIONS NORTH

Position Summary: Under the supervision of the Principal, and in accordance with the Board Special Education Plan, assists designated students with activities of a special program, including modification and preparation of materials and activities.

Specific Duties:

- Provides observation and assessment data, record-keeping, care and assistance, crisis intervention, behaviour management, family support, mentoring, modelling, and life skills training, either on a one-to-one basis or in a group environment;
- Performs, where necessary, medically necessary interventions and physical assistance. Attends to the physical needs of students i.e., dressing, lifting, feeding (including feeding tubes), toileting (including clean catheterization as per Board Policy) and provides maintenance therapy, administration of medication (in accordance with Board Policy) and assisting in personal hygiene of students;
- Involves working in partnership within the Transitions North classroom as part of a multidisciplinary team, supporting all students and dealing with and maintaining confidential information;
- Communicates effectively, regularly and as appropriate with teachers, special education resource teachers, principal, and/or other staff and parents/guardians, as well as appropriate outside agencies, regarding the progress of students in relation to their individual modified programs(s), the effects of implementation of special programs and strategies, and the identification and referral of changes in student needs;
- Responds to student communication needs through the use of sign language, Braille, speech and language exercises, augmentative communication methods and interpretation;
- Assists in developing, implementing, reviewing, evaluating, revising and monitoring behaviour management programs for designated students. Facilitates development of students' self-monitoring skills and contributes to building student independence;
- Reviews and becomes familiar with the needs and goals of designated students through review of individual education plans and other relevant resources including participation in appropriate training/professional development sessions;
- Assists the Transitions North classroom teacher and other education support staff in modifying and implementing programs to meet the specific needs of the individual students. Assists in the administration of tests and examinations by reading, scribing and clarifying questions for assigned students;
- Assists Transitions the North classroom teacher in developing and implementing behaviour, family and academic support plans. Works collaboratively as a member of the Transitions North team and uses initiative to implement the student program as directed in the student's IEP (Individual Education Plan);
- Assists the Transitions North classroom teacher in the delivery of students' educational programs and implementing various behavioural therapies and interventions. Undertakes various approaches to modify and adapt curriculum and parallel activities;
- In cooperation with the Transitions North classroom teacher, instructs students individually or in small groups and follows up with students regarding homework assignments checking for completion, correctness and understanding of instruction;
- Demonstrates and practices proactive behaviour strategies to be able to work effectively with students who demonstrate challenging behaviour;
- Assists and supports the Transitions North classroom teacher in classroom management and developing strategies to assist with the development of the Individual Educational Plan (IEP);
- Attends IPRC meetings as part of a team, assists in planning and preparing programs for FASD-designated special education students with the guidance and direction of the teacher/facilitator;

- Fully assigned to the FASD-CCT classroom, assists in ensuring a safe environment through sharing supervision of FASD-CCT students during arrivals and departures, lunches, recesses/nutritional breaks and in the FASD-CCT classroom during the teacher's brief unscheduled absence only. Entitlement to breaks and lunch, in accordance with the collective agreement, will be scheduled in cooperation with the FASD-CCT classroom teacher;
- May be required to work with FASD-CCT students outside of the school environment, e.g., independent living, co-op placements, etc.;
- FASD-CCT EAs are expected to demonstrate an understanding of how pre-exposure to alcohol-drugs may affect a student's performance, provide life skills training and behaviour management training to students, possess the ability to build trusting and respectful relationships with staff and students, participate in physical, recreational, and educational activities for students and provide students with a positive role model;
- Other related duties as assigned.

EDUCATION ASSISTANT FOR STUDENTS WITH VISUAL IMPAIRMENTS (EASVI) (when required)

Position Summary: Under the supervision of the Principal, and in accordance with the Board Special Education Plan, assists designated students with activities of a special program, including modification and preparation of materials and activities. Level 1 Unified English Braille (EUB) is required.

Specific Duties:

- Administer the programming prepared by the Teacher of Students with Visual Impairments (TSVI);
- Assist students with comprehension of social cues;
- Support the delivery of the Expanded Core Curriculum (ECC);
- Act as a sighted guide for students.

SPEECH LANGUAGE ASSISTANT (SLA)

Position Summary: Under the supervision of the principal and under the direction of the Speech Language Pathologist (SLP), the Speech Language Assistant (SLA) provides assistance to the elementary students requiring support to develop/enhance their speech, language, and literacy skills. This position involves, but is not limited to, the development of programming materials, the implementation of intervention programs to students, and documentation and report writing. Assists designated student with activities of a special program, including modification and preparation of materials and activities.

Specific Duties:

- Assists Speech Language Pathologist in implementing programming to meet the needs of the individual students;
- Delivers direct programming and assists in conducting remediation or education programs to students. This involves working in one to one or small group settings within the school environment.
- Collects and charts data and assists the Speech Language Pathologist in speech language activities to determine a student's developmental level. This includes writing progress reports;
- Performing administrative tasks that do not involve student contact. This would include preparing materials, school scheduling, booking appointments, and other related tasks;
- Participates in joint activities with the Speech Language Pathologist or other education staff;
- Reviews and becomes familiar with the needs and goals of designated students through review of individual education plans and other relevant resources including participation in appropriate training/professional development sessions;

- Participates in school meetings (e.g., case conferences) under the direction of the Speech Language Pathologist;
- Demonstrates and practises proactive behaviour strategies to be able to work effectively with students who demonstrate challenging behaviour;
- Works in partnership with other agencies as a member of a multidisciplinary team.
- Assists in ensuring a safe environment for students during arrivals and departures to and from classes to the designated Speech Language classroom;
- Other related duties as assigned.

AMERICAN SIGN LANGUAGE INTERPRETER (when required)

The American Sign Language Interpreter will assist the class in accepting and understanding each deaf student. They will be a liaison between the deaf student and those with whom they are communicating and may be requested to assist with the educational implications of hearing loss.

- The interpreter should accurately relay instructional information, including the subtleties and nuances that speech conveys;
- The interpreter should transmit a student's questions or replies to questions to the teacher at the language level used by the student;
- The interpreter should not speak on behalf of the student or teacher but should encourage both to speak to one another directly thus facilitating the communication;
- The interpreter may be required to interpret or explain questions on a test while ensuring that the answer is not divulged;
- The interpreter may, in consultation with the teacher, assist a student in composing written work or interpret the student's signed answers into written form;
- The interpreter should sign all spoken messages and voice all signed messages in class without editing the information;
- The interpreter should be available to provide relevant information as requested, at educational conferences or case meetings;
- The interpreter should assist school staff and other individuals by providing information and referring them to relevant sources on hearing loss, ASL and deaf culture;
- The interpreter should be familiar with school rules;
- The interpreter should consider attire carefully in order to reduce eye strain for deaf students. The hands must be clearly visible against the interpreter's clothing;
- The interpreter's positioning should be given careful consideration in each situation;
- An interpreter must maintain the confidentiality of information regarding students.

PARENT/GUARDIAN

- Becomes familiar with and informed about Board policies and procedures in areas that affect the child;
- Participates in Identification Placement and Review Committees, parent-teacher conferences, and other relevant school activities;
- Participates in the development of the Individual Education Plan;
- Becomes acquainted with the school staff working with the student;
- Supports the student at home;
- Works with the school principal and teachers to solve problems;
- Is responsible for the student's attendance at school.

THE STUDENT

- Is given an opportunity to provide input and feedback specific to individual programming;

- Complies with the requirements as outlined in *The Education Act*, Regulations, and Policy/Program Memoranda;
- Complies with Board policies and procedures;
- Participates in Identification Process and Review Committees, parent-teacher conferences, and other activities as appropriate

Section 4

Early Identification Procedures and Intervention Strategies

As stated in Policy/Program Memorandum No. 11, Early Identification of Children's Learning Needs, district school boards have in place, procedures to identify levels of development, learning abilities, and needs; and must ensure that educational programs are designed to accommodate these needs and to facilitate each child's growth and development. These procedures are a part of a continuous assessment and program planning process, which should be initiated when a child is first enrolled in school, or no later than the beginning of a program of studies immediately following Kindergarten and should continue throughout a child's school life.

Early Identification Procedures

The Keewatin-Patricia District School Board believes that it is of the utmost importance to identify children with learning difficulties as early as possible in their education career so that programs can be designed to accommodate their needs to allow them to develop emotionally, socially, intellectually and physically to the best of their ability.

The Board has developed early identification procedures that are key to building this success for all students:

- Transition plans for special needs preschool students as outlined in *Guidelines for Early Childhood Transition to School for Children with Special Needs*;
- KPDSB Year 1 "gentle entry" procedure; family interviews (reports from other agencies are requested);
- KPDSB Year 1 & Year 2 Beginning, Middle, and End of Year Acadience Universal Screen - essential early literacy skills;
- KPDSB Year 1 & Year 2 Phonemic Awareness Assessment (Heggerty):
- Year 1 speech and language screening
- Year 1 vision screening (Lion's Club):
- Referrals by classroom teachers to Special Education Resources Teachers for assessment;
- Use of Classroom Teacher and Special Education Resource Teacher Intervention Checklists;
- In School Support Team Meetings.

Special Needs Consultation Process

Consultation occurs between preschool programs and Keewatin-Patricia District School Board personnel to ensure an effective transition into school. Outside agencies that may be involved in the consultation process are:

- Kenora Rainy River District Child and Family Services
- FIREFLY
- Day Care
- Northwestern Ontario Health Unit
- Healthy Babies Healthy Children
- North Words
- Physicians
- Psychologists
- Association for Community Living

During the primary years, early identification procedures and intervention strategies are supported by:

- Keewatin-Patricia District School Board Literacy Program and Literacy Intervention Program

Early Identification Programs/Interventions and Description

<u>Program/Intervention</u>	<u>Description</u>
HBHC Committee	Healthy Babies-Healthy Children committee providing programs for at risk students.
Transition to School for Children with Special Needs	These guidelines have been established by the Kenora District Best Start Network and partner agencies and boards of education. They are intended to provide a seamless transition into the school system.
Literacy Program	<p>Programming to start to learn and develop reading, writing and oral language strategies skills and knowledge.</p> <p>Teachers will:</p> <ul style="list-style-type: none"> ● Build relationships with each student; ● Provide opportunities and explicit teaching in oral language, and essential early reading skills, phonological and phonemic awareness, alphabetic principle, basic phonics, vocabulary and writing development, encoding of decodable and high frequency words; ● Challenge students to talk, think and learn; ● Ask critical questions while listening to a student's attempts to make meaning, read and write; ● Support students as they develop the language and learning strategies necessary to articulate and to read and to write; ● Honour the time dedicated daily for explicit instruction of early reading and writing skills through evidence-based program and learning throughout the day; ● Build a learning environment that supports learning for all; ● Administer a universal screen, diagnostics and progress monitoring to all students to ensure growth and development is equitable and consistent.
Students are Tracked from K through 3	Data collected and information interpreted by the In-School Support Team is used to ensure that program and instructional strategies meet student needs. Universal Screen data is used to identify student learning needs and plan for intervention to target the skill and monitor effectiveness of intervention through student growth.

Early Literacy Skill Intervention	<p>Students requiring early Literacy support are identified and programmed for using a universal screener and evidence-based diagnostics and assessments. Following a Response to Intervention model, assessments are used to identify student need and provide intervention that is in addition to the classroom core instruction. The research on early intervention is applied to ensure that intervention support considers early primary grades to help decrease the reading risk.</p> <p>The Keewatin-Patricia District School board does not require a psychoeducational assessment as a precondition for receiving an evidence-based reading intervention.</p>
In-School Support Team Meetings	<ul style="list-style-type: none"> • The In-School Support team (Principal/Intervention teacher, Special Education Resource Teacher, Early Childhood Educator, Education Assistant, and classroom teacher) meet to discuss and plan for students who are not progressing as expected.

Available Evidence-based Reading Interventions by Grade Level and Tier

	Tier 1	Tier 2	Tier 3
Year 1 (JK) – Grade 1	Foundations Heggerty Kids Lips UFLI Flyleaf Open Source Phonics Morpheme Magic For Littles Peer Assisted Learning Strategies (PALS)	* Schools can use Tier 1 programs for Tier 2 intervention but should be completed in smaller/focused groups with more frequent and intense instruction.	
Grade 2 - 3	Foundations Heggerty Kids Lips UFLI Flyleaf Open Source Phonics Morpheme Magic For Littles Peer Assisted Learning Strategies (PALS)	* Schools can use Tier 1 programs for Tier 2 intervention but should be completed in smaller/focused groups with more frequent and intense instruction. Bridge the Gap	Empower
Grade 4 - 8	Lexia Heggerty Just Words UFLI SPIRE REWARDS Word Connections Open Source Phonics Morpheme Magic	* Schools can use Tier 1 programs for Tier 2 intervention but should be completed in smaller/focused groups with more frequent and intense instruction. Bridge the Gap	Empower
Grade 9 - 10	Lexia Heggerty Just Words UFLI SPIRE REWARDS Word Connections Open Source Phonics Morpheme Magic	* Schools can use Tier 1 programs for Tier 2 intervention but should be completed in smaller/focused groups with more frequent and intense instruction. Bridge the Gap	Empower

Response to Intervention Model

At KPDSB, our K-8 classroom teachers use a Response to Intervention (RTI) model for teaching literacy and numeracy. RTI includes a multi-level prevention system designed to address the learning needs of all students with tiered levels of interventions (1-3) provided as each student demonstrates a need. It also includes universal screening, data collection and interpretation, progress monitoring and subsequent actions that should be taken.

RTI begins with quality **Tier 1 core instruction** for the whole class. This is using evidence-based quality instructional strategies to teach grade level curriculum. All classroom teachers are equipped with evidence-based programs that support the science of learning, and include teaching strategies with high effect sizes. This includes using the screening data to provide differentiated instruction that supports developing the missing skills students need to achieve grade level learning and supports the learning that happens at Tier 2. Instructional Coaches are available to help teachers plan their instruction and ensure that programs are being delivered with integrity and fidelity.

Ongoing formative assessment as well as universal screeners for the beginning, middle and end of the school year are used as data to inform instruction for all students. Universal screeners from Acadience Learning identify which students require further tiered instruction and measure student achievement. These screeners identify students who are at or above benchmark, below benchmark, or well below benchmark. Once data is collected and interpreted, teachers will work alongside Administrators, Special Education Resource Teachers, Special Education Leaders, and other In-School Support Staff members to ensure that each school has a plan on how they will improve their Tier 1 instruction, as well as deliver and monitor any further **Tier 2 or Tier 3 interventions** that are required.

Tier 2 interventions utilize the instructional practices and routines as Tier 1, but typically involve more frequent and intensive instruction as compared to Tier 1. This may include more opportunities for student responses, student practice, and teacher modeling. These cycles of intervention require deep digging with diagnostic assessments to identify the target skill, and students are tracked through progress monitoring. Progress monitoring occurs weekly to assess students' response to the intervention and adjustments are made based on data collected.

There may be instances where teachers are required to survey back to find a student's level. This means that the student is reading below 90% accuracy with an Oral Reading Fluency screener. The teacher would need to survey back to the grade level below until the student is achieving between 91-97% accuracy rate. When a student is surveyed back below their grade level, they are to be progress monitored until they reach their target and then reassessed. Diagnostic assessments accompany this process.

When data shows that 40-60% of a class requires Tier 2 intervention, teachers can deliver a classwide intervention. This is when a class median score is below the cut point for risk score. At this time, employment of a classwide intervention might be considered, which would reduce the number of students requiring Tier 2 interventions, allowing more time and effort to be spent on deep analysis of student data. Classwide interventions are evidence-based and are chosen based on student data.

If a student requires further intervention in reading beyond Tiers 1 and 2, then they may participate in a **Tier 3 Intervention**. At KPDSB, our teachers who are trained in the evidence-based Empower Reading Program deliver this daily, for groups of up to 8 students. Empower can be provided all year long to students in grades 2-8, focusing on decoding and spelling skills. For students in grades 9-12, the focus is on decoding, spelling, and comprehension for the duration of one semester.

A crucial aspect of the practice of RTI is that Tier 2 and Tier 3 intervention, are in addition to Tier 1 instruction. The most important component of the RTI model is effective Tier 1 classroom instruction. This is the most risk-reducing and has the most impact on student success. If after informal assessments have been conducted, two or more interventions have been implemented with integrity and fidelity and the limited progress has been made, then the school team may want to consider the student as a candidate for a more formal assessment.

The Teacher's Role in Early Identification

Classroom teachers are responsible for providing assessment and learning opportunities for children to develop their skills, attitudes, and knowledge. Through continuous observations, on-going and scheduled evidence-based assessments, teachers monitor student growth and achievement. When a child is not progressing at the rate they should, the classroom teacher uses a variety of evidence based practices, resources and materials in an attempt to help the child develop the required skills and knowledge. If the child is still experiencing difficulties, the classroom teacher contacts the special education team for assistance and possible formal assessment. Throughout this process, the classroom teacher maintains close contact with the parents/guardians by means of meetings, telephone conversations, letters, and parent-teacher interviews. Parents are encouraged to have as much participation and input into their child's education as possible, and to discuss any concerns they have about their child's progress with the classroom teacher.

The classroom teacher and special education personnel will meet to discuss program planning, the curriculum areas where the student is struggling, and where the student's strengths lie. A program services referral form may be completed and after consent of the parent/guardian is obtained. Special education school and board staff carry out formal assessments. The Keewatin-Patricia District School Board does not require a psychoeducational assessment as a precondition for receiving an evidence-based reading intervention.

Parent's Role in Early Learning

Parents play an important and valuable role in the education of their child. Parents extend the learning of skills and promote the social, physical, emotional, and cognitive development of their children. It is essential that there be ongoing communication between home and school to provide constructive and consistent learning experiences for the child.

Parents provide a wealth of knowledge about their child's strengths and needs, which directly support the school learning environment. Parents can share information about their child's strengths and needs that will assist the teacher in planning and assessing to meet those needs appropriately. There are many opportunities for parents to communicate:

- at the time of school registration;
- during a school Open House;
- at a parent-teacher conference;
- within the school setting.

The educational success and welfare of students are enhanced by active parent involvement. Parents and school personnel, working together in a partnership, ensure that all learning needs are met through ongoing communication, cooperation, active participation, and sharing of responsibility.

The Referral Process

After gathering, reviewing, and evaluating all available documentation, a case conference is held to determine how the specific needs of the individual student can best be met. At the case conference, the intervention plan and strategies would be developed in consultation with the parents, school team and other agencies involved with the care of the child to best meet the needs of the child through a strength-based approach.

During the case conference parents are advised of the availability of support services, interventions, accommodations, or alternative programs available to their child. At this time, parents will be advised of

the possibility of special education programming and/or an IPRC.

The school ensures that all interventions, accommodations and strategies are explored before a student is considered for an IPRC.

Parents may also make a request to the principal of a school that an IPRC be held at any time throughout their child's educational career.

Section 5

The Identification, Placement and Review Committee (IPRC) Process and Appeals

The IPRC Process

The Keewatin-Patricia District School Board follows the process outlined by Ontario Regulation 181/98 made under *The Education Act*:

- Regulation 181/98 requires that each Board establish one or more committees for the Identification, Placement and Review of exceptional students.
- The following procedures are based on Regulation 181/98 and outline the process school principals are to follow.

Committee Procedures

The Ontario Regulation, 181/98, made under *The Education Act*, makes it mandatory that an Identification, Placement and Review Committee (IPRC) be held for the identification and placement of exceptional students. At least once a year, an IPRC shall be convened for a review of the placement of exceptional students.

An effective IPRC should incorporate the following features:

- The whole child should be considered: The IPRC considers the child from an interdisciplinary perspective along with their environment.
- Parents and teachers must be actively involved: The friendly but business-like tone of the meeting and the chairperson's solicitation of participation make the parents and regular classroom teacher feel comfortable in contributing actively.
- School is well prepared: This involves ongoing communication with parents, sharing the expertise in the school, completing data collection on the student in question, systematic implementation of alternative programs and monitoring of previous interventions, and coming to the IPRC with a well thought-out recommendation.
- Jargon is avoided: Information should be discussed in clear English with as little jargon as possible.
- Careful discussion of placement options: There should be a careful discussion of the pros and cons of various placement alternatives by all parties involved.

Referral

How is a student referred to an IPRC?

The student may be referred by:

- the parent; and/or;
- the principal.

Identification, Placement and Review Committee (IPRC)

The Identification, Placement and Review Committee (IPRC) is a committee established by the Board to determine whether or not a student is exceptional as defined by legislation and in what placement the exceptional student's needs may best be met.

What is the responsibility of an Identification, Placement and Review Committee (IPRC)?

- to determine whether or not a student is exceptional
- to recommend placement of an exceptional student
- to review the progress of exceptional students at least once a year
- to identify student strengths and needs

Who attends the IPRC Meeting?

- the IPRC (minimum 3 members, please see members below)

Members

- the chair (principal) or designate
- resource teacher
- Superintendent of Education or designate

Resource People

- classroom teacher
- additional members may be invited by the parent, the student over 16 or the school to present information/an assessment
- parent/student
- school staff
- support staff
- other professionals/agencies/advocates

QUORUM OF 3 REQUIRED INCLUDING THE PRINCIPAL

DUTIES OF THE IPRC MEMBERS/RESOURCE PEOPLE**1. Chair - Principal or designate**

- opening statement
- keeps meeting on track
- informs the committee as to the criteria necessary for identification as exceptional
- ensures that placement options are debated

2. Superintendent of Education or designate

- assists in reviewing data presented
- summarizes learning and behavioural needs of the child
- participates in discussion regarding placement

3. School Resource Teacher

- prepares the necessary forms
- records minutes
- presents assessment data if any has been accumulated
- has thorough knowledge of the needs of the student and data on which needs are based

4. Resource People**Teacher**

- presents information about the student's program and progress
- is able to discuss learning strengths, needs and behavioural patterns of the student and data on which needs are based
- responds to questions

Parent

- presents information about the student's needs
- responds to questions
- shares concerns and other pertinent information

Advocates

- provide support to parent
- respond to questions
- share concerns and other pertinent information

Agencies

- present information about the student's program and progress
- are able to discuss learning strengths, needs and behavioural patterns of the student and data on which needs are based
- respond to questions

Other Professionals/Support Staff

- present information about the student's program and progress

- are able to discuss learning strengths, needs and behavioural patterns of the student and data on which needs are based
- respond to questions

Procedure

Chair

- welcome/introductions
- states purpose
- parent comment
- reviews case conference minutes and Individual Education Plan
- presents student profile which includes relevant data provided by the school staff, support staff, and appropriate community agencies
- strengths and needs discussed
- student may be interviewed (if under 16, parent permission required)
- committee questions
- decisions/recommendations made and minutes taken

Possible Outcomes

Student is declared exceptional. Recommendations for placement are made.

or

Student is declared not exceptional.

During the IPRC, the following information must be conveyed to parents, however, it is important to set an inviting atmosphere and not intimidate the parents.

Suggested Opening for IPRC

This Identification, Placement and Review Committee (IPRC) is a committee established by the Board to determine whether or not a student is exceptional as defined by the legislation and in what placement the exceptional student's needs may best be met.

The recommendations of the committee become part of a legal process. Should the student be declared exceptional, identification and placement will automatically be reviewed within 12 months and may be reviewed after 3 months upon written request of the parent or the chair of the IPRC. If there is disagreement with the determination of the IPRC, the parent may, within 15 days, request another IPRC.

RESPONSIBILITIES OF THE PRINCIPAL**PRIOR TO THE MEETING**

- informs parents/guardians by written invitation at least ten days in advance that a meeting is to be held. The SE-005 Form is included with the invitation
- ensures the return of the notice of meeting so meeting can convene – IPRC Invitation Form
- provides a copy of “Parents’ Guide to Special Education”
- ensures form SE-013 consent to share information has been signed

FOLLOWING THE IPRC MEETING

- informs parents/guardians of the decision of the committee –Statement of Decision
- ensures the return of the written consent of the parent – Statement of Decision
- notifies the Board as to the decision of the committee within 15 days after the IPRC meeting – Statement of Decision
- if the parent disagrees with the decision, calls a second meeting within 15 days to discuss the concern
- ensures that copies of IPRC Invitation, Statement of Decision, Definition of Exceptionalities, and Case Conference notes are received by the parent/guardian, Board, and are placed and recorded in the documentation file in the school OSR

NECESSARY DATA TO BE CONSIDERED BY AN IPRC**ASSESSMENT****New Identification**

Assessments as outlined in the specific exceptionality per the Ministry guidelines must be obtained in order to identify a student. A professional diagnosis must be made by the relevant professional.

Components of the educational assessment should include teacher observations, results of formal and informal teacher tests, diagnostic and achievement data, and parent observations.

Classroom teacher’s observations and student’s work.

If a health and/or psychological assessment are required by the IPRC:

- written permission of the parent must be obtained SE-003;
- health assessments must be conducted by a legally qualified medical practitioner;
- psychological assessments must be conducted or supervised by a registered psychologist.

NOTE

The IPRC may interview the parent and shall, with consent of the parent, interview pupils under 16 years of age to ensure parental and pupil participation in the making of any determination. Pupils over 16 years do not need parental consent.

The identification of the pupil as exceptional or not exceptional is determined by the IPRC based on the needs of the pupil as delineated through the assessment process.

Where the committee identifies the pupil as not exceptional, the written statement of this determination, in accordance with the regulation, shall be forwarded to the parent, the principal, and the Board. Where the committee identifies the pupil as an exceptional pupil, a placement must be recommended.

PLACEMENT

Placement in any special education setting must allow for a special education program and any special education services deemed necessary to meet the identified needs of the exceptional student.

Once the needs of the exceptional student have been determined by an IPRC, a recommendation is made from the assessment data with respect to the appropriate educational placement for the student.

This recommendation should be based on the range of placements (page 9) that, in the judgment of the members of the IPRC, best meet the needs of the student. The actual location of the placement in a special education setting may be a factor that is considered by both parents and staff in determining the appropriateness of the placement.

NOTE

For the placement of a student in a system-based program or an alternative program, the student must be identified in need of such a program by a system IPRC.

NOTE

The determination of the pupil as exceptional or not exceptional and the recommendation for placement of an exceptional pupil shall be forwarded, in writing, to the parent and to the principal.

Prior to the actual placement of the pupil in a special education program, the written consent of the parent shall be obtained.

Where, after 30 days from the date of the written notification of the committee, the parent fails to respond to the IPRC's determination, and has not given notice of appeal, and has not initiated other proceedings, the Board may direct the principal to place the exceptional pupil as recommended by the committee and to notify the parent of the action that has taken place.

If there is a disagreement between the parents and the members of the committee in regard to the identification and placement, the chairperson should recess proceedings and defer the concern to the Director of Education.

REVIEW

The placement of an exceptional student shall be reviewed:

- (a) Where a Board provides a special education program or services to an exceptional student, the parent shall be advised, in writing, of any review, notices, and discussions to take place at the IPRC level.
- (b) At least once every twelve months, an IPRC shall review the placement of each exceptional student.
- (c) Any time after the placement has been in effect for three months, a parent or the principal of the school, may apply in writing, to the Director of Education, for the review by a committee, of the placement of an exceptional student.
- (d) The placement of an exceptional student may not be changed without prior notification, in writing. Following a discussion of the proposed change between the IPRC and the parent or student over 16 years of age, written consent must be given to the change by the parent or student over 16.
- (e) The intent of the review process is to determine if the placement is still appropriate.
- (f) If a parent of an exceptional student who is the subject of a review so requests, in writing, the committee shall within fifteen days of the receipt of the request by the Board meet with the parent to discuss the report.
- (g) The parent, in writing, may waive the yearly IPRC review. However, the Board may still request a review.

APPEALS

A parent has the right to appeal the decision of an IPRC with respect to identification and/or placement of an exceptional pupil.

What happens in the appeal process?

The appeal process involves the following steps:

- The Board will establish a Special Education Appeal Board to hear the appeal. The Appeal Board will be composed of three persons (one of whom is to be selected by the parent) who have no prior knowledge of the matter under appeal.
- The Chair of the Appeal Board will arrange a meeting to take place at a convenient time and place, but no later than 30 days after he or she has been selected unless parents and the Board both provide written consent to a later date.
- The Appeal Board will receive the material reviewed by the IPRC and may interview any person who may be able to contribute information about the matter under appeal.
- The parent, and student, if he or she is 16 years old or over, are entitled to be present at, and to participate in, all discussions.
- The Appeal Board must make its recommendation within 3 days of the meeting ending. It may:
 - agree with the IPRC and recommend that the decision be implemented; or
 - disagree with the IPRC and make a recommendation to the Board about the child's identification, placement, or both.
- The Appeal Board will report its recommendations in writing, to the parent and to the school board, providing the reasons for its recommendations.

- Within 30 days of receiving the Appeal Board's written statement, the school board will decide what action it will take with respect to the recommendations. (Boards are not required to follow the Appeal Board recommendation).
- The parent may accept the decision of the school board or may appeal to a Special Education Tribunal. They may request a hearing by writing to the secretary of the Special Education Tribunal. Information about making an application to the tribunal will be included with the Appeal Board's decision.

PROCEDURE

The appeal procedure is an extension of the guarantee of the involvement and the rights of parents and students, as initiated by the IPRC process.

1. **A parent of a pupil who disagrees with**

- (a) the identification of the pupil as an exceptional pupil;
- (b) the decision that the pupil is not an exceptional pupil; or
- (c) the placement of the pupil as an exceptional pupil;

- may, within 15 days of receipt of the decision, request the IPRC hold a second meeting to discuss their concerns; or
- within 30 days of receipt of the decision, file a notice of appeal with the Director of Education and Secretary of the Board.

The notice of appeal must:

- indicate the decision with which the parents/guardians disagree; and
- include a statement that sets out the parent/guardians reasons for disagreeing.

2. **An exceptional pupil shall not be placed in a special education program without the written consent of a parent of the pupil.**

Where a parent of an exceptional pupil,

- (a) refuses or fails to consent to the placement recommended by a committee and to give notice of appeal under Reg 181/98, subsections (26) (1) and (4); and
- (b) has not instituted proceedings in respect of the determinations of the committee within thirty days of the date of the written statement prepared by the committee

The Board may direct the appropriate principal to place the exceptional pupil as recommended by the Committee and to notify a parent of the pupil of the action that has been taken.



IPRC Statement of Decision

IPRC

STUDENT PROFILE

Name: _____ Date of IPRC: _____
 Address: _____ OEN: _____
 School: _____ D.O.B: _____
 Grade: _____ IPRC Purpose: _____

IPRC DECISION

Student is Exceptional:
 Exceptionality:

PLACEMENT

Placement: _____ Date: _____
 Future Placement: _____ Date: _____

Reasons for Placement in a Special Education class (if applicable)

STRENGTHS & NEEDS

Profile of Strengths	Profile of Needs

FUTHER RECOMMENDATIONS REGARDING PROGRAMS AND SERVICES**BOARD MEMBERS**

Name	Position

ADDITIONAL ATTENDEES

Name	Position

IPRC

Chairperson: Adam Morton

Date

I agree do not agree with the Identification and Placement as noted on the IPRC Statement of Decision.

Should you as a parent / guardian disagree with either the Identification or Placement, please contact the Principal within 15 days of receipt of this document.

The decisions of the Committee are effective upon receipt of written parental consent, or within thirty (30) days of the receipt of this IPRC Statement of Decision and no appeal has been made, whichever comes first.

Parent / Guardian:

Date

IDENTIFICATION DEFINITIONS

The following definitions are based on the document: Special Education in Ontario: Policy and Resource Guide 2017.

BEHAVIOURAL:

A learning disorder characterized by specific behaviour problems over such a period of time, and to such a marked degree, and of such a nature, as to adversely affect educational performance, and that may be accompanied by one or more of the following: (a) an inability to build or to maintain interpersonal relationships; (b) excessive fears or anxieties; (c) a tendency to compulsive reaction; or (d) an inability to learn that cannot be traced to intellectual, sensory or other health factors, or any combination thereof.

COMMUNICATIONAL:

Autism: A severe learning disorder that is characterized by: (a) disturbances in: rate of educational development; ability to relate to the environment; mobility; perception, speech, and language; (b) lack of the representational symbolic behaviour that precedes language.

Deaf and Hard of Hearing: An impairment characterized by deficits in language and speech development because of diminished or non-existent auditory response to sound.

Language Impairment: A learning disorder characterized by an impairment in comprehension and/or use of verbal communication or the written or other symbol or system communication, which may be associated with neurological, psychological, physical, or sensory factors, and which may: (a) involve one or more of the form, content, and function of language in communication; and (b) include one or more of the following: Language delay; dysfluency; voice and articulation development, which may or may not be organically or functionally based.

Speech Impairment: A disorder in language formulation that may be associated with neurological, psychological, physical or sensory factors; that involves perceptual motor aspects of transmitting oral messages; and that may be characterized by impairment in articulation, rhythm, and stress.

Learning Disability: One of a number of neurodevelopmental disorders that persistently and significantly has an impact on the ability to learn and use academic and other skills and that:

- affects the ability to perceive or process verbal or non-verbal information in an effective and accurate manner in students who have assessed intellectual abilities that are at least in the average range.
- results in (a) academic underachievement that is inconsistent with the intellectual abilities of the students (which are at least in the average range), and/or (b) academic achievement that can be maintained by the student only with extremely high levels of effort and/or with additional support;
- results in difficulties in the development and use of skills in one or more of the following areas: reading, writing, mathematics, and work habits and learning skills;

- may typically be associated with difficulties in one or more cognitive processes, such as phonological processing; memory and attention; processing speed; perceptual-motor processing; visual spatial processing; executive functions (e.g., self-regulation of behaviour and emotions, planning, organization of thoughts and activities, prioritizing, decision making);
- may be associated with difficulties in social interaction (e.g., difficulty in understanding social norms or the point of view of others); with various other conditions or disorders, diagnosed or undiagnosed; or with other exceptionalities;
- is not the result of lack of acuity in hearing and/or vision that has not been corrected; intellectual disabilities; socio-economic factors; cultural differences; lack of proficiency in the language of instruction; lack of motivation or effort; gaps in school attendance or inadequate opportunity to benefit from instruction.

INTELLECTUAL:

Giftedness: An unusually advanced degree of general intellectual ability that requires differentiated learning experiences of a depth and breadth beyond those normally provided in the regular school program to satisfy the level of educational potential indicated.

Mild Intellectual Disability: A learning disorder characterized by: (a) an ability to profit educationally within a regular class with the aid of considerable curriculum modification and supportive service; (b) an inability to profit educationally within a regular class because of slow intellectual development; (c) a potential for academic learning, independent social adjustment, and economic self-support.

Developmental Disability: A severe learning disorder characterized by; (a) an inability to profit in a special education program for students with mild-intellectual disabilities because of slow intellectual development; (b) an ability to profit from a special education program that is designed to accommodate slow intellectual development; (c) a limited potential for academic learning, independent social adjustment, and economic self-support.

PHYSICAL:

Physical Disability: A condition of such severe physical limitation or deficiency as to require special assistance in learning situations to provide the opportunity for educational achievement equivalent to that of pupils without exceptionalities who are of the same age development level.

Blind and Low Vision: A condition of partial or total impairment of sight or vision that even with correction affects educational performance adversely.

MULTIPLE:

Multiple Exceptionalities: A combination of learning or other disorders, impairments, or physical disabilities, that are of such a nature as to require, for educational achievement, the services of one or more teachers holding qualifications in special education and the provision of support services appropriate for such disorders, impairments, or disabilities.

2022-2023 <i><u>This section is updated annually as of June 30th.</u></i>	
<u>NUMBER OF IDENTIFICATION, PLACEMENT AND REVIEW COMMITTEE REFERRALS (Initial IPRCs)</u>	Kenora - Dryden - Red Lake - Sioux Lookout -
<u>NUMBER OF REVIEWS</u>	Kenora - Dryden - Red Lake - Sioux Lookout -
<u>NUMBER OF CONFIRMATION OF CONTINUED IDENTIFICATION</u>	Kenora - Dryden - Red Lake - Sioux Lookout -
<u>NUMBER OF APPEALS</u>	Kenora - Dryden - Red Lake - Sioux Lookout -
<u>STUDENTS DE-IDENTIFIED</u>	Kenora - Dryden - Red Lake - Sioux Lookout -



Parents' Guide to Special Education

IPRCs at a Glance

What is an IPRC?

An IPRC is an Identification, Placement and Review Committee. It is a meeting that takes place annually at the student's home school. The purpose is to decide whether or not your child should be identified as exceptional and decide an appropriate placement for your child.

How is an IPRC requested?

An IPRC is requested either by the parent or by the school principal.

Who comes to the meeting?

We strongly recommend that parents attend IPRC meetings. Students in grades 8 through 12 are also encouraged to attend. Committee members include the principal, the Special Education Resource Teacher and the Supervisory Officer designate (Area Special Education Leader). Other support personnel may be in attendance and the parent may wish to invite any additional people to act as a support or resource (for example, a family member).

What happens at an IPRC?

The IPRC will review relevant information about your child, including their strengths and needs as determined through various assessment reports. Parents, teachers and support personnel will be given an opportunity to discuss the need for identification and the appropriate placement. A decision regarding identification and placement will be made taking into consideration the needs of the child and your preference as the parent.

Most IPRC meetings require about 20 minutes of your time.

If you would prefer a digital version of this resource, it can be found on the internet at

<http://www.kpdsb.on.ca/pages/view/parent-guide-to-special-education>

Abbreviations

ASD	Autism Spectrum Disorder
BASC	Behaviour Assessment System for Children
CAP	Central Auditory Processing Disorder
CCPT	Conners Continuous Performance Test
CNIB	Canadian National Institute for the Blind
DSM V	Diagnostic and Statistical Manual of Mental Disorders (5th Edition) American Psychiatric Association
EA	Education Assistant
ECPP	Education and Community Partnership Program
FIREFLY	formerly Patricia Centre for Children and Youth (PCCY) & Child Development Centre (CDC)
IEP	Individual Education Program
IPRC	Identification Placement Review Committee
ISN	Integrated Services Northwest
KPDSB	Keewatin-Patricia District School Board
K-SEALS	Kaufman Survey of Early Academic and Language Skills
LD	Learning Disability
North Words	Kenora-Rainy River Districts Preschool Speech and Language Service System
NWHU	Northwestern Health Unit
OT	Occupational Therapy/Therapist
PDD	Pervasive Developmental Disorder
PT	Physical Therapy/Therapist
SBRS	School-Based Rehab Services
SEL	Special Education Leader
SERTs	Special Education Resource Teachers
SLP	Speech–Language Pathologist
WIAT-III	Weschler Individual Achievement Test (3rd Edition)
WISC-V	Weschler Intelligence Scale for Children

Information from this guide is taken from the Ontario Ministry of Education

The *Education Act* requires that school boards provide, or purchase from another board, special education programs and services for their exceptional pupils. The purpose of this parents' guide¹ is to provide you with information about the Identification, Placement, and Review Committee (IPRC), and to set out for you the procedures involved in identifying a pupil as "exceptional", deciding the pupil's placement, or appealing such decisions if you do not agree with the IPRC.

If, after reading this guide, you require more information, please see the board contact list at the end of this document.

What is an IPRC?

Regulation 181/98 requires that all school boards set up IPRCs. An IPRC is composed of at least three persons, one of whom must be a principal or supervisory officer of the board.

What is the role of the IPRC?

The IPRC will:

- decide whether or not your child should be identified as exceptional;
- identify the areas of your child's exceptionality, according to the categories and definitions of exceptionalities provided by the Ministry of Education;
- decide an appropriate placement for your child;

PLACEMENT OPTIONS OFFERED BY THE BOARD

- REGULAR CLASSROOM WITH INDIRECT SUPPORT
- REGULAR CLASSROOM WITH RESOURCE ASSISTANCE
- REGULAR CLASSROOM WITH WITHDRAWAL ASSISTANCE
- SPECIAL EDUCATION CLASS WITH PARTIAL INTEGRATION
- SPECIAL EDUCATION CLASS FULL-TIME

And,

- review the identification and placement at least once in each school year.

Who is identified as an exceptional pupil?

The *Education Act* defines an exceptional pupil as "a pupil whose behavioural, communicational, intellectual, physical or multiple exceptionalities are such that he or she is considered to need placement in a special

education program..." Students are identified according to the categories and definitions of exceptionalities provided by the Ministry of Education.

What is a special education program?

A special education program is defined in *The Education Act* as an educational program that:

- is based on and modified by the results of continuous assessment and evaluation; and
- includes a plan (called an Individual Education Plan or IEP) containing specific objectives and an outline of special education services that meet the needs of the exceptional pupil.

What are special education services?

Special education services are defined in *The Education Act* as the facilities and resources, including support personnel and equipment, necessary for developing and implementing a special education program.

What is an IEP?

The IEP must be developed for your child, in consultation with you. It must include:

- specific educational expectations;
- an outline of the special education program and services that will be received;
- a statement about the methods by which your child's progress will be reviewed; and
- must be developed for all students who have an IEP, whether or not they have been identified as exceptional by an Identification, Placement, and Review Committee (IPRC) and including those identified as exceptional solely on the basis of giftedness. The transition plan is developed as part of the IEP. If the student has no particular need of support during transitions, the transition plan should state that no actions are required.

The IEP must be completed within 30 school days after your child has been placed in the program, and the principal must ensure that you receive a copy of it.

How is an IPRC meeting requested?

The principal of your child's school:

- must request an IPRC meeting for your child, upon receiving your written request;
- may, with written notice to you, refer your child to an IPRC when the principal and child's teacher or teachers believe that your child may benefit from a special education program.

Within 15 days of receiving your request, or giving you notice, the principal must provide you with a copy of this guide and a written statement of approximately when the IPRC will meet.

¹ If you wish to receive this Parents' Guide in Braille, a large print, or an audio-cassette format, please contact the Board at the address or telephone number shown on the last page of this guide. When used in this guide, the word "parent" includes guardian.

May parents attend the IPRC meeting?

Regulation 181/98 entitles parents and pupils 16 years of age or older:

- to be present at and participate in all committee discussions about your child; and
- to be present when the committee's identification and placement decision is made.

Who else may attend an IPRC meeting?

- the principal of your child's school;
- other resource people such as your child's teacher, special education staff, board support staff, or the representative of an agency, who may provide further information or clarification;
- your representative – that is, a person who may support you or speak on behalf of you or your child; and
- an interpreter, if one is required. (You can request the services of an interpreter through the principal of your child's school.)

Who may request that others attend?

Either you or the principal of your child's school may make a request for the attendance of others at the IPRC meeting.

What information will parents receive about the IPRC meeting?

At least 10 days in advance of the meeting, the chair of the IPRC will provide you with written notification of the meeting and an invitation to attend the meeting as an important partner in considering your child's placement. This letter will notify you of the date, time and place of the meeting, and it will ask you to indicate whether you will attend.

Before the IPRC meeting occurs, you will receive a written copy of any information about your child that the chair of the IPRC has received. This may include the results of assessments or a summary of information. You will also receive a copy of the "Parents' Guide to Special Education."

What if parents are unable to make the scheduled meeting?

If you are unable to make the scheduled meeting, you may:

- contact the school principal to arrange an alternative date or time; or
- let the school principal know you will not be attending, and as soon as possible after the meeting, the principal will forward to you, for your consideration and signature, the IPRC's written statement of decision noting the decision of identification and placement and any recommendations regarding special education programs and services.

What happens at an IPRC meeting?

- The chair introduces everyone and explains the purpose of the meeting.
- The IPRC will review all available information about your child.
They will:
 - consider an educational assessment of your child;
 - consider, subject to the provisions of the Health Care Consent Act, 1996, a health or psychological assessment of your child conducted by a qualified practitioner if they feel that such an assessment is required to make a correct identification or placement decision;
 - interview your child, with your consent if your child is less than 16 years of age, if they feel it would be useful to do so; and
 - consider any information that you submit about your child or that your child submits if they are 16 years of age or older.
- The committee may discuss any proposal that has been made about a special education program or special education services for the child. Committee members will discuss any such proposal at your request, or at the request of your child if the child is 16 years of age or older.
- You are encouraged to ask questions and join in the discussion.
- Following the discussion, after all the information has been presented and considered, the committee will make its decision.

What will the IPRC consider in making its placement decision?

Before the IPRC can consider placing your child in a special education class, it must consider whether placement in a regular class with appropriate special education services will:

- meet your child's needs; and
- be consistent with your preferences.

If, after considering all of the information presented to it, the IPRC is satisfied that placement in a regular class will meet your child's needs and that such a decision is consistent with your preferences, the committee will decide in favour of placement in a regular class with appropriate special education services.

If the committee decides that your child should be placed in a special education class, it must state the reasons for that decision in its written statement of decision.

What will the IPRCs written statement of decision include?

The IPRCs written statement of decision will state:

- whether the IPRC has identified your child as exceptional;
- where the IPRC has identified your child as exceptional,
 - the categories and definitions of any exceptionalities identified, as they are defined by the Ministry of Education;
 - the IPRCs description of your child's strengths and needs;
 - the IPRCs placement decision; and
 - the IPRCs recommendations regarding a special education program and special education services;
- where the IPRC has decided that your child should be placed in a special education class, the reasons for that decision.

What happens after the IPRC has made its decision?

- If you agree with the IPRC decision, you will be asked to indicate, by signing your name, that you agree with the identification and placement decisions made by the IPRC. The statement of decision may be signed at the IPRC meeting or be taken home and returned.
- If the IPRC has identified your child as an exceptional pupil and you have agreed with the IPRC identification and placement decision, the board will promptly notify the principal of the school at which the special education program is to be provided of the need to develop an Individual Education Plan (IEP) for your child.

Once a child has been placed in a special education program, can the placement be reviewed?

- A review IPRC meeting will be held within the school year, unless the principal of the school at which the special education program is being provided receives written notice from you, the parent, dispensing with the annual review.
- You may request a review IPRC meeting any time after your child has been in a special education program for 3 months.

What does a review IPRC consider and decide?

- The review IPRC considers the same type of information that was originally considered.
- With your written permission, the IPRC conducting the review will consider the progress your child has made in relation to the IEP.
- The IPRC will review the placement and identification decisions and decide whether they should be continued or whether a different decision should now be made.

What can parents do if they disagree with the IPRC decision?

- If you do not agree with either the identification or placement decision made by the IPRC, you may:
 - within 15 days of receipt of the decision, request that the IPRC hold a second meeting to discuss your concerns; or
 - within 30 days of receipt of the decision, file a notice of appeal with,

Director of Education and Secretary to the Board
Keewatin-Patricia District School Board
240 Veterans' Drive
Kenora, Ontario
P9N 3Y5

- If you do not agree with the decision after the second meeting, you may file a notice of appeal within 15 days of your receipt of the decision.
- If you do not consent to the IPRC decision and you do not appeal it, the board will instruct the principal to implement the IPRC decision.

How do I appeal an IPRC decision?

If you disagree with the IPRC's identification of your child as exceptional or with the placement decision of the IPRC, you may, within 30 days of receipt of the original decision or within 15 days of receipt of the decision from the second meeting described above, give written notification of your intention to appeal the decision to,

Director of Education and Secretary to the Board
Keewatin-Patricia District School Board
240 Veterans' Drive
Kenora, Ontario
P9N 3Y5

The notice of appeal must:

- indicate the decision with which you disagree; and
- include a statement that sets out your reasons for disagreeing.

What happens in the appeal process?

The appeal process involves the following steps:

- The board will establish a special education appeal board to hear your appeal. The appeal board will be composed of three persons (one of whom is to be selected by you, the parent) who have no prior knowledge of the matter under appeal.
- The chair of the appeal board will arrange a meeting to take place at a convenient time and place, but no later than 30 days after they have been selected (unless parents and board both provide written consent to arrange a later date).
- The appeal board will receive the material reviewed by the IPRC and may interview any persons who may be able to contribute information about the matter under appeal.
- You, the parent, and your child, if they are 16 years old or over, are entitled to be present at, and to participate in, all discussions.
- The appeal board must make its recommendation within 3 days of the meeting ending. It may:
 - agree with the IPRC and recommend that the decision be implemented; or
 - disagree with the IPRC and make a recommendation to the board about your child's identification, placement, or both.
- The appeal board will report its

recommendations in writing, to you and to the school board, providing the reasons for its recommendations.

- Within 30 days of receiving the appeal board's written statement, the school board will decide what action it will take with respect to the recommendations (boards are not required to follow the appeal board recommendation).
- You may accept the decision of the school board, or you may appeal to a Special Education Tribunal. You may request a hearing by writing to the secretary of the Special Education Tribunal. Information about making an application to the tribunal will be included with the appeal board's decision.

What special education programs and services are provided by the board?**PLACEMENT OPTIONS OFFERED BY THE BOARD****REGULAR CLASSROOM WITH INDIRECT SUPPORT**

The student is placed in a regular class for the entire day, and the teacher receives specialized consultative services.

REGULAR CLASSROOM WITH RESOURCE ASSISTANCE

The student is placed in a regular class for most of the day and receives specialized instruction, individually or in a small group, within the regular classroom from a qualified special education teacher.

REGULAR CLASSROOM WITH WITHDRAWAL ASSISTANCE

The student is placed in the regular class and receives instruction outside of the classroom for less than 50 percent of the school day, from a qualified special education teacher.

SPECIAL EDUCATION CLASS WITH PARTIAL INTEGRATION

The student is placed by the IPRC in a special education class where the student-teacher ratio conforms to regulation 298, section 31, for at least 50 percent of the school day, but is integrated with regular class for at least one instructional period daily.

SPECIAL EDUCATION CLASS FULL TIME

The student is placed by the IPRC in a special education class, where the student-teacher ratio conforms to regulation 298, section 31, for the entire school day.

What organizations are available to assist parents?

Many parent organizations are available to provide information and support to parents of exceptional children. Please see information on Special Education Brochures.

Ontario Autism Program	1-888-444-4530
Autism Society of Ontario (Toronto)	1-800-472-7789
Lakehead Regional Family Centre (Thunder Bay)	807-343-5000
Easter Seals	1-800-668-6252
211 Ontario North 211.North.ca	1-866-624-1729

FIREFLY (<i>Dryden, Ignace, Kenora, Red Lake and Sioux Lookout</i>)	1-800-465-7203
Development Services (0 - 14+ years)	
Children's Mental Health	
Speech Language Pathology	
Occupational Therapy	
Physiotherapy	
ABA Consultation Services	

Dryden

Anishinaabe Abinoojii Family Services	223-4953
Child Protection	
Community Living Dryden-Sioux Lookout	223-3364
Services for adults who live with an intellectual or developmental disability	
Community Counselling Services	223-6678
Child and Family Services	223-5325
Child protection and counselling	
Dryden Literacy Association	223-6486
Dryden Regional Mental Health and Addictions	223-6678
Community Counselling Services	
Hoshizaki House	223-3226
Crisis centre for abused women and children	
Tikinagan Child and Family Services	223-8064

Ignace

Home and Community Care Support Services - North West	223-5948
Speech language services	
Occupational therapy	
Physiotherapy	
Mary Berglund Community Health Centre	934-2251
Sunset Country Counselling	934-2834

Kenora

Anishinaabe Abinoojii Family Services	468-6224
Child Protection	
Kenora Association for Community Living	467-5225
Services for children, youth and adults who live with an intellectual or developmental disability	
Kenora-Rainy River Districts Child and Family Services	467-5437
Child protection and counselling	

Red Lake

Kenora-Rainy River Districts Child and Family Services	727-2165
Community Counselling and Addiction Services	727-1100
Harmony Centre for Community Living	727-2828
Services for youth and adults who live with an intellectual or developmental disability	
Tikinagan Child and Family Services	1-800-467-3624

Sioux Lookout

Nishnawbe-Gamik Friendship Centre	737-1903
Community Living Dryden-Sioux Lookout	223-3364
Services for adults who live with an intellectual or developmental disability	
Best Start HUB	737-3253
Family Resource Centre	
Community Counselling and Addictions Services	737-1275
First Step Women's Shelter	737-1438
Healthy Generations Family Support Program	223-3364
	Ext. 4204
The Hugh Allen Medical Clinic	737-3803
Kenora-Rainy River District Child and Family Services	737-3250
Meno Ya Win Health Centre	737-3030
Nodin Counselling Services	737-4646
Northwestern Health Unit	737-2292
Sioux-Hudson Literacy Council	737-8022
Sioux Lookout First Nations Health Authority	737-1802
Tikinagan Child and Family Services	737-3466

Upsala

Home and Community Care Support Services - North West	1-800-626-5406
North of Superior Counselling Program	1-877-895-6677
ISNC (Integrated Services for Northern Children)	1-807-622-2721

What are the Ministry's provincial and demonstration schools?

The Ministry operates provincial and demonstration schools throughout Ontario for deaf, blind, deaf-blind, and severely learning-disabled students, as well as those with attention deficit hyperactivity disorder (ADHD). Residential programs are offered at the schools Monday to Friday, for students who live too far from school to travel daily.

Demonstration schools for English-speaking students with ADHD and severe learning disabilities:

Sagonaska Demonstration School
350 Dundas Street West
Belleville, ON K8P 1B2
Telephone: (613) 967-2830

Trillium Demonstration School
255 Ontario Street South
Milton ON L9T 2M5
Telephone: (905) 878-2851
TTY: (905) 878-7195

Amethyst Demonstration School
1515 Cheapside Street
London, ON N5V 3N9
Telephone: (519) 453-4400

Schools for the deaf:

Ernest C. Drury School
255 Ontario Street South
Milton, ON L9T 2M5
Telephone: (905) 878-2851
TTY: (905) 878-7195

Robarts School for the Deaf
1515 Cheapside Street
London, ON N5V 3N9
Telephone and TTY: (519) 453-4400

Sir James Whitney School for the Deaf
350 Dundas Street West
Belleville, ON K8P 1B2
Telephone and TTY: (613) 967-2823

School for the blind and deaf-blind

W. Ross Macdonald School for the Blind
350 Brant Avenue
Brantford, On N3T 3J9
Telephone: (519) 759-0730
Toll Free: 1-866-618-9092

Francophone school for the deaf and for those with learning disabilities:

Centre Jules-Leger
281 Avenue Lanark
Ottawa ON K1Z 6R8
Telephone: (613) 761-9300
TTY: (613) 761-9302

Where can parents obtain additional information?

Additional information can be obtained from the school principal. See attached list.

Keewatin-Patricia District School Board

Dryden Office
79 Casimir Avenue
Dryden, Ontario
P8N 2Z6
Telephone: 807-223-5311
Fax: 807-223-4703

Kenora Office
240 Veterans' Drive
Kenora, ON
P9N 3Y5
Telephone: 807-468-5571
Fax: 807-468-3857
2017-2018

SCHOOL	P/V/P	NAME	PHONE	FAX	ADDRESS
Beaver Brae Intermediate School Julie Hodson	P	Nicole Vingerhoeds	468-6401	468-3628	1400 Ninth St. N. Kenora P9N 2T7
Crolancia PS Linda Nolet-Galick	P	Kayla Blakney Toby Jonasson	928-2381	928-2220	PO Box 310, 1 Trudel Drive, Pickle Lake P0V 3A0
Ear Falls PS Megan Trippier	P	Jen Olsen	222-3777	222-2207	Box 760, 40 Spruce St. Ear Falls P0V 1T0
Evergreen PS Nicole Walker	P	Gayle Mutrie	468-8607	468-9301	675 Brinkman Rd. Kenora P9N 2R5
Golden Learning Centre PS Nancy Hay	P	Michelle Parrish	735-2088	735-3127	16 Eric Radford Way Balmertown P0V 1C0
Ignace PS Connie Ferrara (H)	P VP	Adele Bernaudo-Marth Colleen Hogan	934-2212	934-6475	Box 418, Davey Lake Road Ignace P0T 1T0
Keewatin PS Sandie Carlson	P	Tina Fisher	547-2292	547-3202	330 Mill St. Box 621 Keewatin P0X 1C0
King George VI PS Leanne Rush	P VP	Lindsay Young open	468-7570	468-6453	320 Sixth Ave. S. Kenora P9N 2C3
Lillian Berg PS Ashley Robinson	P	Teri Jackson	227-2152	227-2243	1 School Lane. Box 247 Vermilion Bay P0V 2V0
New Prospect PS Sabrina Morton (H), Chelsie Schmidt	P VP	Kelly Schollie Candace Bullock-Nyberg	223-4713	223-5319	289 Wice Rd. Dryden P8N 3H6
Open Roads PS Josie Klatt (H), Jennifer Randell	P VP	Brad Bartlett Allison Hyatt	223-4418	223-5346	20 Davis St. Dryden P8N 1R4
Red Lake-Madsen PS Andrea Wilkins	P	Debra Geary	727-2331	727-3019	Box 319, 201 Howey St. Red Lake P0V 2M0
Savant Lake PS Elisabeth Zawada	P	Kayla Blakney	584-2242	584-2272	General Delivery Savant Lake P0V 2S0
Sioux Mountain PS Shannon Hoos (H), Cindy Davies	P VP	Barbara Van Diest Gabby Landheer	737-3480	737-3486	Box 969, 89 First Ave. Sioux Lookout P8T 1B5
Sioux Narrows PS Suzanne Bouvier	P VP	Lindsay Young Panayiota Straight	226-5254	226-1020	P.O. Box 520 Sioux Narrows P0X 1N0
Upsala PS Sandy Kovac	P VP	Adele Bernaudo-Marth Colleen Hogan	986-2352	986-1409	General Delivery Upsala P0T 2Y0
Valleyview PS Deborah Novak (H), Helen Kubisewsky	P VP	Sarah Caldwell-Bennett Panayiota Straight	548-4205	548-1937	1529 Valley Drive Kenora P9N 4K3
Beaver Brae SS Alison Christensen (H), Ashley Faltermeier	P VP VP	Kristen Fregeau Mike Dean Gary Lynch	468-6401	468-3628	1400 Ninth St. N. Kenora P9N 2T7
Crolancia HS Linda Nolet-Galick	V	Kayla Blakney	928-2381	928-2220	PO Box 310, 1 Trudel Drive Pickle Lake P0V 3A0
Dryden HS Michelle May (H), Terry Gadd, Katherine Finlayson, Caroline Taylor (G)	P VP VP	Natasha Mousseau Tristan Ilko Shannon Elliot	223-2316	223-2380	79 Casimir Ave. Dryden P8N 2H4
Ignace HS Connie Ferrara (H)	P VP	Adele Marth Colleen Hogan	934-2212	934-6475	Box 418, Davey Lake Road Ignace P0T 1T0
Sioux North High School Brooklyn Qualie (H), Vicky Cuddy	P VP	Holly Szumowski Andy Schardt open	737-3500	737-1979	Box 548, 15 Fair St. Sioux Lookout P8T 1A9
Red Lake DHS Jennifer Campbell (H), Lakeisha Martone	P VP	Taryn Vachon Janet Ramsaywak	727-2092	727-3136	Box 310 Red Lake P0V 2M0
Nishnawbe Aski Nation (NAN)	P	Wayne Mercer	737-3500 Ext. 1300		70 Wellington Street Sioux Lookout P8T 1B1

Section 6

Individual Assessments

Purpose and Goals of Individual Assessments

The primary purpose of student assessment and evaluation is to improve learning. Assessment has the greatest potential to improve learning when it is an integral part of all classroom activities and when it is used to identify students' strengths and weaknesses to outline the next steps for learning. It should never be an end unto itself, but rather the means through which to improve teaching and learning.

Some students, in spite of modifications and accommodations to their program, experience difficulty meeting academic and/or behavioural expectations of the school environment. Their needs as learners can best be understood and addressed through detailed standardized individual assessment.

Individual assessments will be administered by a range of qualified professionals. The assessment will provide an accurate baseline for tracking future development and academic progress and provide necessary information for formal identification. Individual assessments include classroom observation and focus on a student's academic skills, cognitive levels, social-adaptive skills and communication skills according to concerns indicated.

Standards For The Provision of Individual Assessments

If after informal assessments have been conducted, two or more interventions have been implemented with integrity and fidelity and the limited progress has been made, then the school team may want to consider the student as a candidate for a more formal assessment. All referrals need to be discussed with the Area Special Education Leader first.

With the exception of special education teachers, all other professionals require written, informed consent from a parent/guardian agreeing to an individual assessment. In all instances parents/guardians should fully understand the implications of assessment findings.

Where possible, students referred for an assessment are seen within the school year in which the request is made. This will require ongoing collaboration between personnel and school staff. There is no limit on how many students can be referred for assessments. Any student who meets the criteria should be referred for assessment.

Written reports will be provided at or close to the time of any verbal feedback. A case conference between the school, the parents/guardians, the student (where applicable) and the professional conducting the assessment will be held.

Sharing of assessment findings or information with persons outside the school board will only occur with the express written permission of the parent/guardian or student where they are of age. All assessment data is confidential and permission to share information must always be obtained (Form SE-013A). Original assessment reports must be filed in the OSR (Ontario Student Record).



Keewatin-Patricia District School Board

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SE013A

Consent to the Release of Confidential Information

I(We) _____

(Print full name: First Name, Last Name) of

(Address)

hereby consent to the release of the following information:

Psychiatric information, Psychological information, Social Work information, Speech-Language information, Referral Documentation and/or Other:

_____ (cross out those that do not apply)

(Specify)

compiled or prepared by _____

(Name of institution, agency, or person)

(Address)

with respect to _____

(Name of student)

(Date of Birth: ~~yy~~/mm/yy)

(Student ID#)

(School)

to _____

(Name of institution, agency, or person, e.g. DSB)

(Address)

for the purpose of Educational Planning, Co-ordination of Services, Participation in Programs (specify), and/or

Other: _____ (cross out those that do not apply).

(Specify)

Special Instructions: _____

Signature: _____ Witness: _____

 (Relationship to student)

Dated this _____ day of _____, _____.

This consent remains valid until **: _____

**This consent remains valid as long as student attends a KPDSB school or parent/guardian withdraws consent.

2023-2024 Special Education

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All stakeholders create a culture of learning so that students come first

EDUCATIONAL AND OTHER ASSESSMENTS

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Type of Assessment Tool	Agency/Personnel Involved	Staff Qualifications	Waiting Period/Criteria
School-based Educational: Information Standardized e.g., ABLLS-R AFLS BRIGANCE – Inventory of Early Development II (up to developmental age 7) BRIGANCE – Transition Skills Inventory (Secondary) FACTER – Functional Assessment & Curriculum for Teaching Everyday Routines OLA -Oral Language Assessment Heggerty Bridge the Gap Lexia Flyleaf Foundations Acadience Universal Screener	Classroom Teacher School Resource Teacher Teacher Diagnostician	As per <i>The Education Act</i> and the Ontario College of Teachers SERT qualified in special education AQ Part 1, 2, 3	Based on priority of programming needs and implications
System-based cognitive/educational WISC-5/WIAT-3	Teacher Diagnostician	As per <i>The Education Act</i> and the Ontario College of Teachers specialist in Special Education	Based on need re: identification, placement, programming and funding criteria
Intellectual/Achievement WISC-5/WIAT-3	Psychometrist Psychologist (Contracted by the school board or referral to FIREFLY)	Regulated Health Professions Act, 1993 <i>Education Act</i> DSM V	Cost related Based on priority of need re: identification, placement, programming and funding criteria Demographics of area
Behavioural Vineland-3 Adaptive Behaviour Scales BASC CCPT	Counsellors Social Worker Teacher Diagnostician Psychologist FIREFLY Psychiatrist Psychometrist Mental Health Nurses in Schools Medical Doctor Neurologist	Regulated Health Professions Act, 1993 <i>Education Act</i> DSM V	Based on need according to identification, placement, programming and funding criteria. Demographics of area
Communication Speech Language Assessments	Audiologist SBRS (School-Based Rehab Services) Psychiatrist Psychologist FIREFLY– SLP KPDSB-SLP Health Sciences Centre	As per <i>Education Act</i> ; the Regulated Health Professions Act; Ontario College of Physicians and Surgeons	Based on need and availability of health and social services
Hearing Audiological	Family Physician Canadian Hearing Society Audiologist Provincial School for Deaf and Hard of Hearing	As per <i>The Education Act</i> ; the Regulated Health Professions Act; Ontario College of Physicians and Surgeons	Based on need and availability of health and social services Provincial School consultation/assessment done on yearly basis
Vision Optometrist Report	Family Physician CNIB Optometrist Provincial School for the Blind and Deaf	As per <i>The Education Act</i> ; the Regulated Health Professions Act; Ontario College of Physicians and Surgeons	Based on need and availability of health and social services Provincial School consultation/assessment done on yearly basis
Medical OT/PT/Physical	Family Physician Occupational Therapist Physical Therapist FIREFLY SBRS (School-Based Rehab Services)	As per the Ontario College of Physicians and Surgeons The Regulated Health Professions Act	Based on need and availability of health and social services

Section 7

Specialized Health Support Services

SUMMARY OF SERVICES PROVIDED TO THE SCHOOL BOARD (P/PM #81)

Provision for Health Support Services in school settings is addressed in Policy/Program Memorandum No. 81, issued July 19, 1984. Responsibility for health support services is shared among the ministries of Education, Health, and Community and Social Services. At the local level, the responsibility is shared by school boards, the School Health Support Services, the Ministry of Health (SBRS - School-Based Rehab Services) and agencies operating under the Ministry of Community and Social Services.

The Ministry of Health, through the SBRS (School-Based Rehab Services), is responsible for assessing student needs, for providing such services or training for injection of medication, catheterization, manual expression of the bladder, stoma care, postural drainage, suctioning and tube feeding. The Ministry of Health is also responsible for intensive physio, occupational and speech therapies, and for assisting school boards in the training and direction of school board staff performing support services.

FIREFLY, in co-operation with Ontario Government Ministries of Community and Social Services, Education, and Health, is the access mechanism for obtaining psychology, physiotherapy, occupational therapy and speech language pathology and children's mental health services.

The Keewatin-Patricia District School Board provides services in psychology, and speech language pathology.

The goal of the School Health Support Services program is to ensure students with medical and rehabilitation needs have the opportunity to attend school and receive an education.

Service can be direct or indirect. Direct service involves contact with the student in or out of the classroom. Indirect involves consultation with school staff and/or parent, in-service or periodic rechecks on the student's use of equipment after direct service has terminated. Services available are: Nursing, Physiotherapy, Occupational Therapy, and Speech Language Pathology.

Board Procedures

Procedures for the administration of oral medication are included in the Keewatin-Patricia District School Board [Policy and Procedure 312](#): Administration of Medication to Students and Medical Procedures in Schools.

Eligibility criteria are determined by the Specialized Health Support Service provider. A review of the child's needs and the services provided is done on an individual basis and continuation or discontinuation of services is determined during the review.

Speech-Language Pathology

Eligibility Criteria:

The speech-language pathologist will provide services to:

- Students in Year 1 to Grade 12
- Students with communication impairments.

Services include assessment, consultation and the provision of intervention/programming. If available, individual speech and/or language therapy may be provided by a speech and language paraprofessional.

Discharge Procedures:

Students are discharged when:

- Upon assessment or reassessment, they demonstrate speech and language skills within the average range for their age or clinician determines that skills are more developed than results indicate (skills are functional)
- Goals have been met
- Referrals to other SLP agencies/programs, for which students are eligible, have been made
- After a course of individual therapy, they reach a plateau in their performance
- The student moves out of the region of the Keewatin-Patricia District School Board
- Consent for treatment is not obtained from Parent(s)/Guardian(s) or consent is withdrawn

Appeals Procedure:

(Note: There is no formal procedure in place.)

To appeal the recommendations made by the speech-language pathologist, parents, guardians or teachers should first call the speech-language pathologist to express their concerns and to discuss alternative programming.

If they are not satisfied with this course of action, they may send a letter of appeal to the Superintendent of Education in charge of Special Education. A meeting will be held to discuss the concern(s) and to come to a mutually agreeable resolution.

SPECIALIZED HEALTH SUPPORT SERVICES

Specialized Health Support Service	Agency or position of the person who performs the service (e.g., SBRS , board staff, parent, student)	Eligibility criteria for students to receive the service	Position of person who determines eligibility to receive the service and the level of support	Criteria for determining when the service is no longer required	Procedures for resolving disputes about eligibility and level of support (if available)
Nursing	SBRS - School-Based Rehab Services	SBRS internal eligibility criteria	SBRS Case Manager	SBRS discharge report	Discussion with SBRS Case Manager
Occupational Therapy	FIREFLY SBRS - School-Based Rehab Services	Agency internal eligibility criteria	Agency Case Managers	Agency discharge report	Discussion with Agency Case Manager
Physiotherapy	FIREFLY SBRS - School-Based Rehab Services	Agency internal eligibility criteria	Agency Case Managers	Agency discharge report	Discussion with Agency Case Manager
Nutrition	NWHU	Health Unit internal criteria	Health Unit personnel	Health Unit	Discussion with NWHU personnel
Speech and Language therapy	Board SLP Speech Language Assistant under the direction of Board SLP SBRS - School-Based Rehab Services FIREFLY	Assessment reports; agency internal eligibility criteria	Board SLP SBRS SLP PROP SLP	Discharge report; parental agreement	Discussion with Board SLP/Agency SLP
Administration of prescribed medications	Education Assistant Principal or designate Parent	Physician's direction; parental consent	Physician's direction	Physician's direction; parental direction	Discussion with physician/parent
Catheterization	Education Assistant	Physician's direction; parental consent	Physician's direction	Physician's direction	Discussion with physician/parent

Specialized Health Support Service	Agency or position of the person who performs the service [e.g., SBRS , board staff, parent, student]	Eligibility criteria for students to receive the service	Position of person who determines eligibility to receive the service and the level of support	Criteria for determining when the service is no longer required	Procedures for resolving disputes about eligibility and level of support (if available)
Suctioning	Education Assistant	Physician's direction; parental consent	Physician's direction	Physician's direction	Discussion with physician/parent
Lifting and positioning	Education Assistant	Physician's direction; SBRS OT/PT; OT/PT; parental consent	Physician; Agency Case Manager	Physician's direction	Discussion with physician/parent
Assistance with mobility	Education Assistant	Physician's direction; parental consent	Physician's direction	Physician's direction	Discussion with physician/parent
Feeding	Education Assistant	Physician's direction; parental consent	Physician's direction	Physician's direction	Discussion with physician/parent
Toileting	Education Assistant	Physician's direction; parental consent	Physician's direction	Physician's direction	Discussion with physician/parent
Other					

***Abbreviations:**

EA	Education Assistant
FIREFLY	formerly Child Development Centre & Patricia Centre for Children and Youth
NWHU	Northwestern Health Unit
OT	Occupational Therapy
PROP	Pediatric Rehab Outreach Program
PT	Physiotherapy
SBRS	School-Based Rehab Services
SLP	Speech-Language Pathologist

Section 8

Behaviour Support Protocol

The **Behaviour Support Protocol** provides a framework and a set of procedures to assist schools in addressing both whole-school behaviour concerns as well as providing direct, targeted support for students with behaviour difficulties. When supportive prevention and intervention strategies within the learning environment have failed to adequately address major behaviour concerns of a particular student, the **In-School Support Team** may need to refer the student to the **Special Education Team** to assist in developing a more intensive Behaviour Support Plan for dealing with the behaviour.

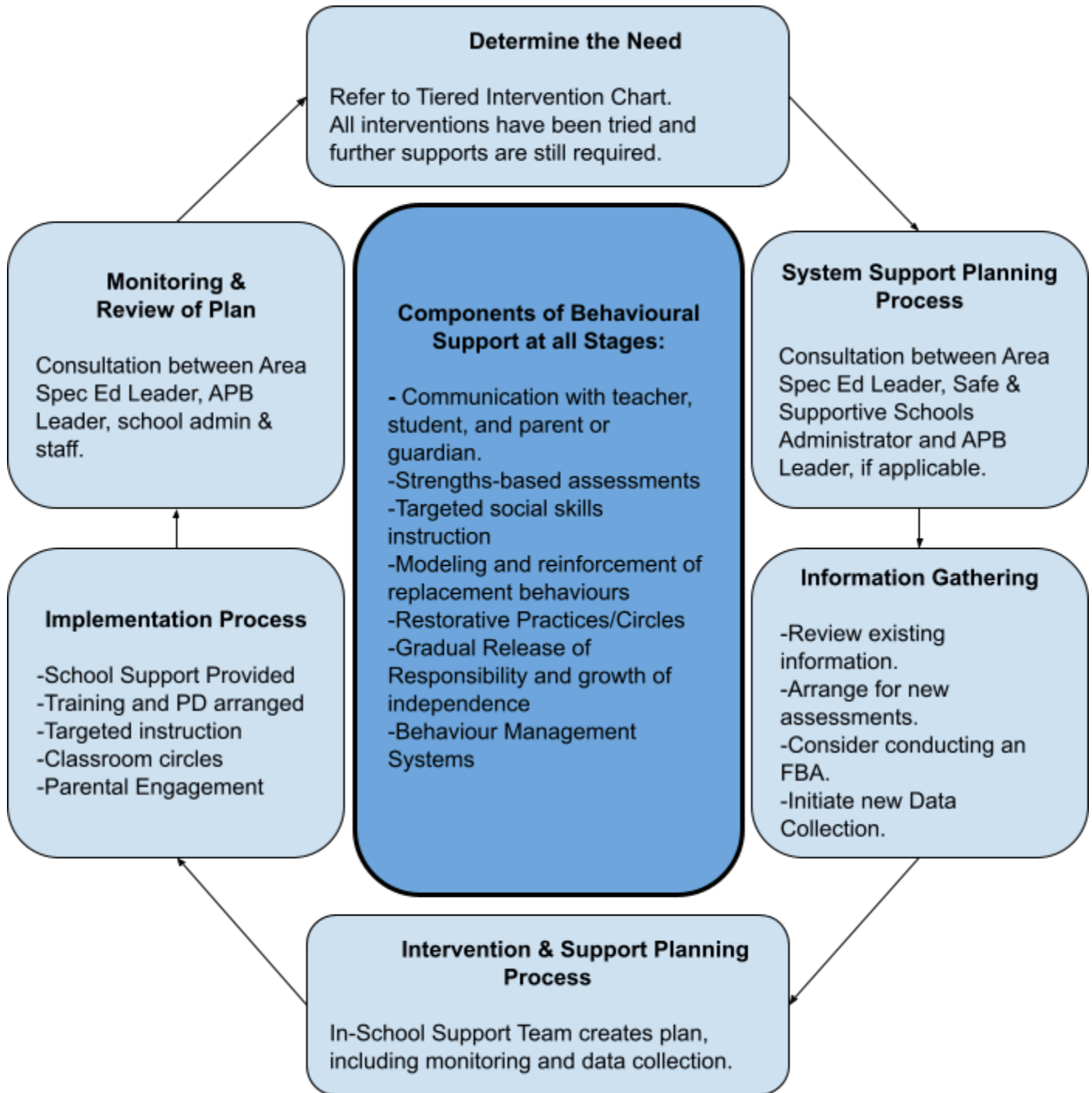
The **Behaviour Intervention Team** will consist of a flexible grouping of board staff under the supervision of the Special Education & Safe and Supportive Schools Administrator. It will invariably be comprised of any combination of the following personnel, according to the needs of the student and the school:

- Area Special Education Leader
- Teacher Diagnostician
- Transitional EA support
- Area Student Counsellor
- School-based SERTs
- Mental Health Leader
- Autism and Positive Behaviour Leader

This team will also incorporate the services and support provided by outside agencies and personnel through an expanded network of community partners available to assist the student in being successful.

Monitoring the Plan

Monitoring of the Behaviour Support Plan will be conducted by the In-School Support Team, with guidance from the Area Special Education Leader, as well as the Special Education & Safe and Supportive Schools Administrator. This monitoring will consist of ongoing observations and data collection, consistency and effectiveness checklists, follow-up case conferences, as well as self-monitoring by the student and those around them. There may be a need to meet with the in-school support team to consider new information or revise the Behaviour Intervention Plan.



Section 9

Exceptionalities

IDENTIFICATION

The following Ministry of Education exceptionalities are described in detail on the following pages.

Behavioural Exceptionality

Behavioural

Communicational Exceptionality

Autism

Deaf and Hard of Hearing

Language Impairment

Learning Disability

Speech Impairment

Intellectual Exceptionality

Giftedness

Mild Intellectual Disability

Developmental Disability

Physical Exceptionality

Physical Disability

Blind and Low Vision

Multiple Exceptionality

Two or more exceptionalities

BEHAVIOURAL**Ministry Definition**

A learning disorder characterized by specific behaviour problems over such a period of time, and to such a marked degree, and of such a nature, as to adversely affect educational performance, and that may be accompanied by one or more of the following:

- (a) an inability to build or to maintain interpersonal relationships;
- (b) excessive fears or anxieties;
- (c) a tendency to compulsive reaction; or
- (d) an inability to learn that cannot be traced to intellectual, sensory, or other health factors, or any combination thereof.

CRITERIA FOR IDENTIFYING A STUDENT – BEHAVIOURAL EXCEPTIONALITY

An Identification, Placement and Review Committee SHALL REQUIRE the following information when considering a student with a behavioural exceptionality;

- An educational assessment; and
- Assessments conducted by a psychologist, mental health worker, psychiatrist or other qualified practitioner. The assessment results would indicate:
 - Student’s presenting behaviours that are not otherwise explained by primary impairments in intellectual ability, cognitive profile or physical impairments; and
 - Externalizing/internalizing behaviours that are impacting the student’s ability to copy academically, socially, emotionally, and environmentally.

The Committee MAY require:

- A functional behaviour assessment as a result of ongoing data collection; including a summary of the Antecedent Behaviour Consequence (ABC) Chart data and other data to show the frequency, intensity and duration of the targeted behaviours.

COMMUNICATIONAL**AUTISM****Ministry Definition**

A severe learning disorder that is characterized by:

(a) disturbances in:

- rate of educational development
- ability to relate to the environment
- mobility
- perception, speech and language

and/or

(b) lack of the representational symbolic behaviour that precedes language

CRITERIA FOR IDENTIFYING A STUDENT – AUTISM

An Identification, Placement and Review Committee **SHALL REQUIRE** the following data for information when considering a student with a communication exceptionality due to autism:

- a diagnosis of Autism Spectrum Disorder (ASD) or Autism, PDD-NOS or Asperger (considered by DSM-5 as ASD) by a regulated, qualified practitioner.

The Committee **MAY** require the following:

- a health history provided by legally qualified medical practitioner or child development worker
- a speech language assessment
- an educational assessment
- an intellectual assessment which reveals a serious lag in the child's rate of education development
- a behavioural assessment which reveals an indifference about social attachment and a profound withdrawal from contact with people

COMMUNICATIONAL**DEAF AND HARD OF HEARING****Ministry Definition**

An impairment characterized by deficits in language and speech development because of diminished or non-existent auditory response to sound.

CRITERIA FOR IDENTIFYING A STUDENT – HARD OF HEARING

The Identification, Placement and Review Committee SHALL REQUIRE the following data or information when considering a student with a communication exceptionality due to deafness or impaired hearing:

- an audiological assessment which indicates that the hearing loss is moderate to severe
- an educational assessment

The Committee MAY require:

- a health history from a legally qualified medical practitioner
- a speech language assessment
- a psychological assessment

COMMUNICATIONAL**LANGUAGE IMPAIRMENT****Ministry Definition**

A learning disorder characterized by an impairment in comprehension and/or use of verbal communication or the written or other symbol system of communication, which may be associated with neurological, physiological, physical, or sensory factors, and which may,

- (a) involve one or more of the form, content, and function of language in communication, and
- (b) include one or more of the following:
 - language delay;
 - dysfluency;
 - voice and articulation development, which may or may not be organically or functionally based.

CRITERIA FOR IDENTIFYING A STUDENT – LANGUAGE IMPAIRMENT

An Identification, Placement and Review Committee **SHALL REQUIRE** the following information when considering a student with communication exceptionality due to language impairment.

- a language assessment from qualified personnel which indicates that the student has weakness in comprehension and/or use of verbal or written communication, which limits the student's ability to understand and express ideas in an age-appropriate manner
- an educational assessment

The Committee **MAY** require:

- a health history provided by a legally qualified medical practitioner

COMMUNICATIONAL**LEARNING DISABILITY****Ministry Definition**

The Ministry of Education defines *learning disability* as one of a number of neurodevelopmental disorders that persistently and significantly has an impact on the ability to learn and use academic and other skills and that:

- affects the ability to perceive or process verbal or non-verbal information in an effective and accurate manner in students who have assessed intellectual abilities that are *at least* in the average range;
- results in (a) academic underachievement that is inconsistent with the intellectual abilities of the student (which are at least in the average range) and/or (b) academic achievement that can be maintained by the student only with extremely high levels of effort and/or with additional support;
- results in difficulties in the development and use of skills in one or more of the following areas: reading, writing, mathematics, and work habits and learning skills;
- may typically be associated with difficulties in one or more cognitive processes, such as phonological processing; memory and attention; processing speed; perceptual-motor processing; visual-spatial processing; executive functions (e.g., self-regulation of behaviour and emotions, planning, organizing of thoughts and activities, prioritizing, decision making);
- may be associated with difficulties in social interaction (e.g., difficulty in understanding social norms or the point of view of others); with various other conditions or disorders, diagnosed or undiagnosed; or with other exceptionalities;
- is not the result of a lack of acuity in hearing and/or vision that has not been corrected; intellectual disabilities; socio-economic factors; cultural differences; lack of proficiency in the language of instruction; lack of motivation or effort; gaps in school attendance or inadequate opportunity to benefit from instruction.

CRITERIA FOR IDENTIFYING A STUDENT – LEARNING DISABILITY

The Identification, Placement, and Review Committee **SHALL REQUIRE** the following data and information when considering a student with a communication exceptionality due to a learning disability:

- A diagnosis of a Learning Disability by a member of the College of Psychologists that also meets the Ministry of Education's definition of the term Learning Disability (as per Policy/Program Memorandum No. 8)

Identifying a learning disability requires the use of information from multiple sources. Assessments typically should include the following:

- Psycho-educational, educational, or other assessments by health professionals
- Information provided by the parent(s)/guardian(s), the student, and the educator
- Educational history
- Medical information

COMMUNICATIONAL**SPEECH IMPAIRMENT**Ministry Definition

A disorder in language formulation that may be associated with neurological, psychological, physical, or sensory factors; that involves perceptual motor aspects of transmitting oral messages; and that may be characterized by impairment in articulation, rhythm, and stress.

CRITERIA FOR IDENTIFYING A STUDENT – SPEECH IMPAIRMENT

An Identification, Placement and Review Committee SHALL REQUIRE the following information when considering a student with a communication exceptionality due to speech impairment:

- a speech language assessment that indicates at least a moderate speech disorder
- an educational assessment

The Committee MAY require:

- a health history provided by a legally qualified medical practitioner

INTELLECTUAL**GIFTEDNESS****Ministry Definition**

An unusually advanced degree of general intellectual ability that requires differentiated learning experiences of a depth and breadth beyond those normally provided in the regular school program to satisfy the level of educational potential indicated.

A student is considered gifted when she/he possesses demonstrated or potential abilities that give evidence of exceptionally high capability with respect to intellect, creativity, or the skills associated with specific disciplines. Students who are gifted often demonstrate outstanding abilities in more than one area. They may demonstrate extraordinary intensity of focus in their particular areas of talent or interest. However, they may also have accompanying disabilities and should not be expected to have strengths in all areas of intellectual functioning.

CRITERIA FOR IDENTIFYING A STUDENT -- GIFTEDNESS**Identification and Assessment**

Identification and assessment should be carried out using multiple criteria and information from a variety of sources, all of which are valid components for identification. An Identification, Placement and Review SHALL REQUIRE the following information when considering a student with an intellectual exceptionality due to giftedness:

- Teacher observations including anecdotal records, checklists, and inventories which indicate demonstrated aptitude, motivation, creativity and social competence and/or leadership;
- Records of student achievement including assignments, portfolios, grades and outstanding talents, interests and accomplishments;
- Interview of parents and students;
- A cognitive formal assessment: The Wechsler Intelligence Scale for Children – Fifth Edition (WISC-5)* with a full scale score in the very superior range, a standardized achievement assessment – Wechsler Intelligence Achievement Test – (WIAT-3)* and The Gifted Rating Scales (GRS) will be required. (Students may be referred for assessment by educators, parents, and/or self.)

**Canadian Norms must be used*

INTELLECTUAL**MILD INTELLECTUAL DISABILITY****Ministry Definition**

A learning disorder characterized by:

- (a) an ability to profit educationally within a regular class with the aid of considerable curriculum modification and supportive services;
- (b) an inability to profit educationally within a regular class because of slow intellectual development;
- (c) a potential for academic learning, independent social adjustment, and economic self-support.

CRITERIA FOR IDENTIFYING A STUDENT – MILD INTELLECTUAL DISABILITY

An Identification, Placement and Review Committee **SHALL REQUIRE** the following data and information when considering a student with an intellectual exceptionality due to an intellectual disability:

- a diagnosis of a mild intellectual disability by a member of the College of Psychologists.

Identifying a mild intellectual disability requires the use of information from multiple sources. Assessments typically should include the following:

- Psycho-educational, educational, or other assessments by health professionals indicating cognitive functioning
- Mild deficits in adaptive functioning that result in failure to meet developmental and socio-cultural standards for personal independence and social responsibility
- Information provided by the parent(s)/guardian(s), the student, and the educator
- Educational history
- Medical information

The Committee **MAY** require:

- a health history provided by a legally qualified medical practitioner

INTELLECTUAL**DEVELOPMENTAL DISABILITY****Ministry Definition**

A severe learning disorder characterized by:

- (a) an inability to profit from a special education program for students with mild intellectual disabilities because of slow intellectual development;
- (b) an ability to profit from a special education program that is designed to accommodate slow intellectual development;
- (c) a limited potential for academic learning, independent social adjustment, and economic self-support.

CRITERIA FOR IDENTIFYING A STUDENT – DEVELOPMENTAL DISABILITY

An Identification, Placement and Review Committee **SHALL REQUIRE** the following data and information when considering a student with an intellectual exceptionality due to an intellectual disability:

- a diagnosis of a moderate, severe or profound intellectual disability by a member of the College of Psychologists.

OR

- for students who are unable to participate in a psychological assessment, or when the degree of cognitive impairment cannot be determined, a diagnosis of Global Developmental Delay or Intellectual Disability (Unspecified) by a legally qualified medical practitioner and scores within the moderate, severe or profound range in the adaptive domains are considered in lieu of a psychological report

Identifying a developmental disability requires the use of information from multiple sources. Assessments typically should include the following:

- Psycho-educational, educational, or other assessments by health professionals indicating cognitive functioning
- Moderate, severe or profound deficits in adaptive functioning that result in failure to meet developmental and socio-cultural standards for personal independence and social responsibility
- Information provided by the parent(s)/guardian(s), the student, and the educator
- Educational history
- Medical information

The Committee MAY require the following:

- a social history, report and developmental report provided by a legally qualified medical practitioner or Child Development Worker

PHYSICAL DISABILITY**Ministry Definition**

A condition of such severe physical limitation or deficiency as to require special assistance in learning situations to provide the opportunity for educational achievement equivalent to that of pupils without exceptionalities who are of the same age or developmental level.

CRITERIA FOR IDENTIFYING A STUDENT – PHYSICAL DISABILITY

The Identification, Placement and Review Committee **SHALL REQUIRE** the following data or information for a student being considered as having a physical exceptionality due to orthopedic and/or physical handicap:

- a letter from a legally qualified medical practitioner or medical agency stating the nature of the student's physical disability and the necessity for special needs or programming

The Committee **MAY** require:

- a recent health assessment conducted by a legally qualified medical practitioner
- a health history provided by a legally qualified medical practitioner

PHYSICAL**BLIND AND LOW VISION**Ministry Definition

Condition of partial or total impairment of sight or vision that even with correction affects educational performance adversely.

CRITERIA FOR IDENTIFYING A STUDENT – BLIND AND LOW VISION

The Identification, Placement and Review Committee SHALL REQUIRE the following information or data for a student being considered as having a physical exceptionalality due to visual impairment:

- An ophthalmic report (visual assessment) submitted by a legally qualified ophthalmologist stating information regarding near and distant vision, field restrictions, if any, and recommendations for programming needs
- History of academic or social/emotional difficulties directly related to the visual impairment
- Need for program modifications (print material or Braille instruction) related to visual impairment

The Committee MAY require:

- a health history provided by a legally qualified medical practitioner

MULTIPLE**MULTIPLE EXCEPTIONALITIES**Ministry Definition

A combination of learning or other disorders, impairments, or physical disabilities, that is of such nature as to require, for education achievement, the services of one or more teachers holding qualifications in special education and the provision of support services appropriate for such disorders, impairments, or disabilities.

CRITERIA FOR IDENTIFYING A STUDENT – MULTIPLE EXCEPTIONALITY

The Identification, Placement and Review Committee SHALL REQUIRE compulsory data or information that is limited in this document for each exceptionality considered. In order to be identified as a multiple-exceptionality student, it is expected that documentation be provided in TWO OR MORE categories of exceptionality. (Refer to specific exceptionalities on previous pages.)

The category of Exceptional-Multiple is only used when students' complex needs include a significant degree of: *developmental impairment* (domains impacted may include cognitive, learning, language, or behaviour), or *physical impairment* or *sensory impairment*.

Section 10

Special Education Placements Provided by the Board

Ontario's Approach to Special Education

Principles of Special Education

In accordance with revisions to *The Education Act* and regulations in September 1985, the Province of Ontario legislated some important principles relating to the rights of students:

- each Ontario school-age student is entitled to access publicly supported education regardless of the student's special needs;
- students who are exceptional are entitled to special education programs and services suited to their special needs;
- parents and guardians of exceptional students shall be invited to participate in meetings with respect to the identification, placement and review of such students.

Universal access to education is fundamental to our society. Special education programs are designed to ensure access by exceptional students to an education based on the goals of education for all students.

The needs of an individual exceptional student are determined by an Identification, Placement and Review Committee (IPRC) of the Board. Five broad areas of exceptionality – behaviour, communication, intellectual, physical and multiple – provide a preliminary understanding of the range of differences for which provisions must be made.

Special Education Programs in the Keewatin-Patricia District School Board

The Keewatin-Patricia District School Board provides a range of placement options from school-based to system-based programs to meet the needs of the students. The Board procedures support, and are consistent with, Regulation 181/98 section 17(1) regarding IPRC placement. Ministry categories of exceptionalities and definitions along with Keewatin-Patricia District School Board identification criteria are used by the IPRC when making a decision as to whether a student is exceptional and where the placement should be. Placement decisions take into consideration parental and student preference. Information regarding the student's abilities, achievement, needs, strengths and interests is considered during decision making. The criteria used by the Board to determine the level of student support, and/or the change of placement are the needs of the students that are stated in professional assessments, and parental consent.

The admission process to special education placement options is the IPRC process. When making placement recommendations, the first option considered is integration into the regular classroom with indirect support when the placement meets the student's needs and is consistent with parent preferences. A special education class placement is only considered when a regular class placement, with appropriate special education services, does not meet the student's needs and parental preferences. When a student is placed in a special

education program, integration continues to be maximized to the greatest degree possible, based on the individual needs of students. The Keewatin-Patricia District School Board believes learning experiences must correspond with student strengths, needs, abilities and interests, but may differ in content, process, product and evaluation. The Board assigns intensive support to students based on their needs, as outlined in assessment reports and at the discretion of the Principal of the school in which the student is enrolled.

SEAC meets monthly to discuss and make recommendations to the board regarding matters affecting the establishment, development and delivery of special education programs and services for exceptional students. The committee participates in the annual review of the *Special Education Plan*, takes part in the annual budget process and reviews financial statements that relate to special education. They are integral in determining the range of placement options offered by the Board.

All placement options listed below for each category of exceptionality are applicable for students in both the elementary and secondary panels.

Category of Exceptionality – Placement Options

BEHAVIOURAL

- Regular classroom with Indirect Support (Special Education Resource Teacher)
- Regular class with Resource Assistance
- Regular class with Withdrawal Assistance

COMMUNICATIONAL

Autism

- Regular class with Indirect Support (Special Education Resource Teacher)
- Regular class with Resource Assistance
- Regular class with Withdrawal Assistance

Students receive programming and instruction to develop social skills, communication skills, self-help skills, behaviour regulation skills.

Deaf and Hard of Hearing

- Regular class with Indirect Support (Special Education Resource Teacher)
- Regular class with Resource Assistance
- Regular class with Withdrawal Assistance

Students and teachers receive support and programming from the Special Education Team and interpreters where appropriate.

Determination of need for the above program is an assessment by an audiologist.

Language and Speech Impairment

- Regular class with Indirect Support (Special Education Resource Teacher)
- Regular class with Resource Assistance
- Regular class with Withdrawal Assistance

Support for programming is provided by a Speech Language Pathologist. If a student has mild to moderate articulation problems, an education assistant, under the direction of the Speech Language Pathologist (SLP),

will deliver a speech intervention program. If a student has articulation difficulties, an SLP from SBRS - School-Based Rehab Services or FIREFLY will deliver a speech intervention program.

Determination of need for the above programs is an assessment and recommendation by a Speech Language Pathologist.

Learning Disability

- Regular class with Indirect Support (Special Education Resource Teacher)
- Regular class with Resource Assistance
- Regular class with Withdrawal Assistance

Students may be withdrawn for skill development in the areas of self-advocacy, behaviour, social skills and technology.

Determination of need for the above program is through a diagnosis of learning disability, along with assessment records and reports.

INTELLECTUAL

Gifted

- Regular class with Indirect Support

Students are provided with program development by classroom teacher and/or Special Education Resource Teacher.

The student's classroom-based programming will be varied and flexible and differentiated curriculum opportunities will be considered. The following characterize programming for a student who is gifted:

- It is different in pace, scope, and complexity, in keeping with the nature and extent of the exceptionality;
- It provides opportunities for students to interact socially and academically with both age peers and peers of similar abilities;
- It incorporates adaptations and/or extensions to content, process, product, pacing and learning environment;
- May include accelerating/telescoping/independent studies/compacting some or all of the student's program.

Mild Intellectual/Developmental Disabilities

- Regular class with Indirect Support (Special Education Resource Teacher)
- Regular class with Resource Assistance
- Regular class with Withdrawal Assistance

Students may be provided with Education Assistant support. They may be withdrawn for skill development in life skills, social skills, communication skills, and behaviour.

Determination of need for the above program is through assessment of a student's intellectual ability and adaptive functioning as determined by a psychologist or physician.

PHYSICAL DISABILITY

Physical Disability

- Regular class with Indirect Support (Special Education Resource Teacher)
- Regular class with Resource Assistance
- Regular class with Withdrawal Assistance

Students may be provided with Educational Assistant support. They may be withdrawn for skill development to address individual needs.

Determination of need for the above program is through a diagnosis of medical criteria and assessment records/reports.

Blind and Low Vision

- Regular class with Indirect Support (Special Education Resource Teacher)
- Regular class with Resource Assistance
- Regular class with Withdrawal Assistance

Students may be provided with EA support. They may be withdrawn for skill development to address individual needs, e.g., Braille, mobility, etc.

Determination of need for the above program is through a diagnosis of medical criteria and assessment records/reports.

MULTIPLE

- Regular class with Indirect Support (Special Education Resource Teacher)
- Regular class with Resource Assistance
- Regular class with Withdrawal Assistance

Students may be provided with Education Assistant support. They may be withdrawn for skill development to address individual needs.

Determination of need is through a diagnosis of medical criteria and assessment records/reports.

If alternatives to the above placement options are necessary, this would be determined during the IPRC process, in conjunction with the parents. The Keewatin-Patricia District School Board feels that it offers a wide range of programs that meet the needs of all its students, however, if the Board cannot offer the required program, it will purchase the services from another Board. Parents also have the option of enrolling their child in a Provincial School if their criteria are met. Parents are informed of alternative placements to the KPDSB placements through case conferences.

Section 11

Individual Education Plan

The Ministry of Education's standards for the development, implementation, monitoring, and review of Individual Education Plans (IEP) can be found in the document Individual Education Plans: Standards for Development, Program Planning, and Implementation (2000), and remain the standards that must be met by school boards across the province today.

In addition to developing an IEP for every student identified as exceptional by an IPRC, as required by [Regulation 181/98](#), school boards may also develop IEPs for students who are receiving special education programs and/or related services but who have not been identified as exceptional by an IPRC.

With regard to transition planning, further to what is stated about the requirements under O. Reg. 181/98, ministry policy requires that a transition plan be developed for all students, from Kindergarten to Grade 12, who have an IEP. These requirements are further outlined in PPM No. 156 "Supporting Transitions for Students with Special Education Needs" (2013) and PPM No. 140 "Incorporating Methods of Applied Behaviour Analyses (ABA) into Programs for Students with Autism Spectrum Disorders (ASD)" (2007).

[PPM 156](#) applies to all of the key transitions, including the following: on entry to school, between grades, from one program area or subject to another, when moving from school to school or from an outside agency/facility to a school, from elementary to secondary school, and from secondary school to the next appropriate pathway. If a student has no particular need of support during transitions, the transition plan should state that no actions are required.

[PPM 140](#) also requires that relevant applied behaviour analysis (ABA) methods be used to support transitions where appropriate and that these methods be recorded in the students' transitions plans.

An IEP is ...

- a summary of the student's strengths, interests, and needs, and of the expectations for a student's learning during a school year that differ from the expectations defined in the appropriate grade level of the Ontario curriculum. All expectations are included and developed in consideration of a student's pathway and goals;
- a written plan of action prepared for a student who requires accommodations, modifications of the regular school program (learning expectations at the age-appropriate grade level), or alternative learning expectations;
- a tool to help teachers monitor and communicate the student's growth;
- a plan developed, implemented, and monitored by school staff;
- a flexible, working document that can be adjusted as necessary;
- an accountability tool for the student, their parents, and everyone who has responsibilities under the plan for helping the student meet their goals and expectations;
- an ongoing record that ensures continuity in programming; and
- a document to be used in conjunction with the provincial report card.

An IEP is not ...

- a description of everything that will be taught to the student;
- an educational program or set of expectations for all students;
- a means to monitor the effectiveness of teachers; or
- a daily plan.

See Appendix B for a list of accommodations that are available to all students at the Keewatin-Patricia District School Board without the development of an IEP.

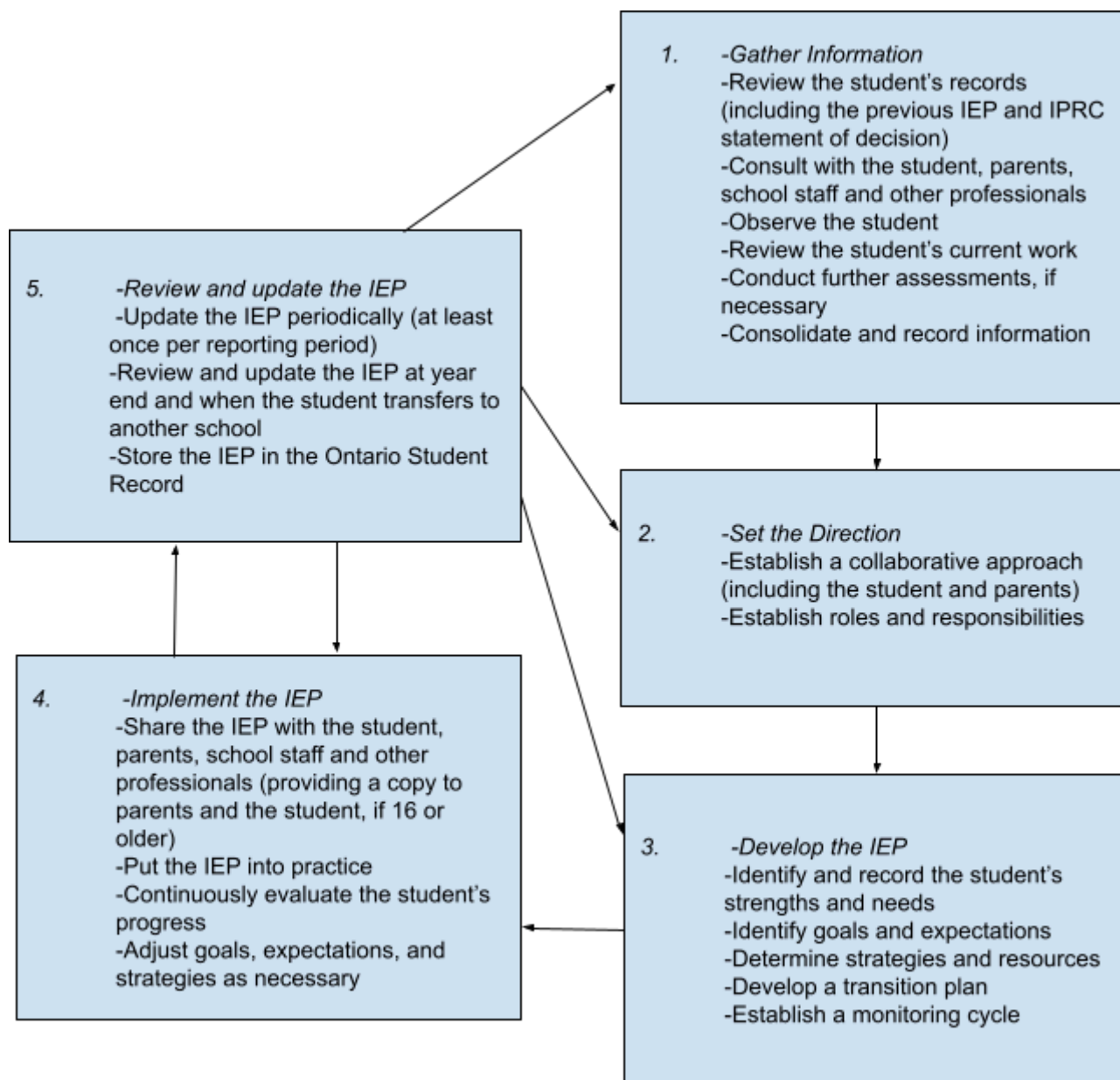
The following is a sample checklist, listing the information that should be included in an IEP.

Important information to be included in an IEP (Sample Checklist)

- ✓ Student's strengths and needs as recorded on the statement of decision received from the IPRC
- ✓ Relevant medical/health information
- ✓ Relevant formal (standardized) assessment data
- ✓ Student's current level of educational achievement in each program area
- ✓ Goals and specific expectations for the student
- ✓ Program modifications (changes to the grade level expectations in the Ontario curriculum)
- ✓ Alternative programs
- ✓ Accommodations required (supports or services that are necessary for the student access the curriculum and demonstrate learning)
 - Information obtained from consultations with parents
 - Information obtained from consultations with psychologists and other professionals
 - Strategies and accommodations tried by previous teachers
 - The results of educational diagnostic tests
 - Minutes of in-school support team meetings
- ✓ Special education and related services provided to the student
- ✓ Assessment strategies for reviewing the student's achievements and progress
- ✓ Regular updates, showing dates, results, and recommendations
- ✓ Appropriate and reflective transition plan (if required)

The IEP Process (Overview of the IEP Process)

The principal assigns to one teacher primary responsibility for coordinating the development, implementation, and monitoring of the student's IEP.



Individual Education Plan**Instructions***IEP Initiation Date*

- indicate the commencement date of the program

Developed by

- indicate the person(s) involved in developing the IEP (e.g., teacher, support personnel)

Special Education Services

- record services, as defined in Section 1 of *The Education Act* (e.g., resource and support personnel)

Personalized Special Instructional Equipment

- indicate personalized equipment used by the student in the school setting

Related Health Issues

- indicate medical conditions that may affect learning

Areas of Strength and Need

- indicate the student's main strengths, needs and preferred learning style, as determined through assessments

Program Description

- indicate the curriculum modification, and of teacher and educational assistant support

Assessment Data

- include relevant assessment data from informal and formal assessment, including date, source, and results

General Classroom Accommodations

- indicate specific supports or services that differ from what is provided to other students in the classroom that will help the student access the curriculum and demonstrate learning (refer to EQAO accommodations)

Program Area

- identify the curriculum area of focus

Goal(s)

- describe what the student might be expected to accomplish in a program area by the end of the school year

Current Achievement Level

- indicate the current level of achievement in relation to program expectations; this is the mark taken off the last June's report card

Methods of Progress Review

- indicate the methods by which achievement will be reviewed and evaluated

Transition Plan

- must be developed for all students who have an IEP, whether or not they have been identified as exceptional by an Identification, Placement, and Review Committee (IPRC) and including those identified as exceptional solely on the basis of giftedness. The transition plan is developed as part of the IEP. If the student has no particular need of support during transitions, the transition plan should state that no actions are required.

IEPs

Method for Dispute Resolution

The IEP development process is ongoing in consultation with parents. Parents are invited to be active participants in the development, review and revision of IEPs. If a dispute occurs, the school principal, in collaboration with support staff, will continue to consult with parents to find common solutions.

Should the dispute continue, the Area Special Education Leader (SEL) will act as a resource mediator. Should concern continue, the Superintendent of Education overseeing special education will attend a hearing and render a decision regarding the IEP.

The IEP template used by the Keewatin-Patricia District School Board complies with the Ministry of Education requirements, and is based on their template, which follows:



Individual Education Plan

IEP

REASON FOR DEVELOPING THE IEP

Student identified as exceptional by IPRC. -or- Student not identified by IPRC but requires special education programs/services, including accommodations and/or modified/alternative learning expectations.

STUDENT PROFILE

Name:	DOB:
School:	Grade:
OEN:	Principal:
School Year:	
Last IPRC:	Placement:
Exceptionality:	Placement Start:

SOURCES CONSULTED IN THE DEVELOPMENT OF THE IEP

ASSESSMENT DATA

Information Source	Date	Summary of Results

HEALTH SUPPORT SERVICES

Type	Description
N/A	

STRENGTHS & NEEDS

Assessed Strengths	Assessed Needs

INDIVIDUALIZED EQUIPMENT

Product	Type
N/A	

SUBJECTS / PROGRAMS

List subjects, courses or alternative programs to which the IEP applies.

Course	Designation
	Modified
	Accommodated
Alternative Program	

Student is currently working towards attainment of the:

HUMAN RESOURCES

Type	Position	Start Date	Frequency	Location	Duration

COURSE EXEMPTIONS

Elementary Program Exemptions / Secondary Compulsory Course Substitutions		
Exemption	Substitution	Reason

ACCOMMODATIONS

(Accommodations are assumed to be the same for all subjects, unless otherwise indicated)

Instructional Accommodations	Environmental Accommodations	Assessment Accommodations

MODIFIED COURSE/SUBJECT -

Baseline Level of Achievement

Annual Program Goals

Learning Expectations	Strategies	Assessment Methods

Alternative Program

Baseline Level of Achievement

Annual Program Goals

Learning Expectations	Strategies	Assessment Methods

REPORTING DATES

Reporting Dates

TRANSITION PLAN

A Transition Plan must be developed for all students with special education needs who have an IEP, from Kindergarten to Grade 12, as per Regulation 181/98, PPM 140 and PPM 156 (including those identified as exceptional solely on the basis of giftedness).

Goal:		
Action	Responsibility	Timeline

IEP DEVELOPED BY

Name	Position

PARENT/STUDENT CONSULTATION

Person Contacted	Date	Type of Contact	Actions or Outcomes

IEP

Test Secondary

The Principal has the legal requirement to implement and monitor the IEP.

The plan has been developed according to the Ministry standards and addresses the student's strengths and needs. The learning expectations will be reviewed and student progress monitored at least once every reporting period.

Principal:

Date

Involvement of Parent / Guardian and Student (if student is 16 or older).

I was given the opportunity to contribute to the development of the IEP.

- I was consulted in the development of the IEP.
- I declined the opportunity to be consulted in the development of the IEP.
- I have received a copy of the IEP.

Parent / Guardian:

Date

Date

Dear Mr. and Mrs. (insert last name)

Enclosed, please find a draft copy of your child's Individual Education Plan (IEP). As an identified student, your child may be entitled to accommodations and/or modifications to their educational program in order to facilitate success. The Individual Education Plan is an outline of the accommodations and/or modifications in place in class for your child.

As a parent, it is important that you have input into the plan. It is also important that your child have input into his/her learning as well. Please take the time to review the document and to share it with your child. If you have additions or deletions, please write them on the draft and return it to me so that I can make adjustments for the final copy. This is a working document and one that will be evaluated regularly.

We appreciate your input into your child's education.

Yours truly,

Keewatin-Patricia DISTRICT
SCHOOL BOARD

Encl.

Transition Planning

What is a Transition Plan?

A transition plan is a guide which outlines the daily, short term and long-term changes in a student's program.

PPM 156 states that *"A transition plan must be developed for all students who have an IEP, whether or not they have been identified as exceptional by an Identification Placement and Review Committee (IPRC) and including those identified as exceptional solely on the basis of giftedness. The transition plan is developed as part of the IEP."*

The transition plan is reviewed and updated as part of the IEP review process. The transition plan addresses the physical, social/emotional and learning needs of the student as they move through their academic career.

Macro Transitions may include:

- entry to school
- grade to grade
- school to school
- elementary school to secondary school
- secondary school to post-secondary pathway

Micro Transitions are day to day transitions including activity to activity and class to class.

Contained within the transition plan are:

- individual goals
- actions required to achieve those goals;
- identified individuals responsible for the actions required;
- specific timelines for completion.

Transition Planning Goals:

- to identify strategies required to support the transition for students with an IEP;
- to develop a transition plan in collaboration with a student's transition team;
- to implement strategies and determine next steps.

Transition Team Planning Options

Transitions	Possible Actions
Entry to School	<ul style="list-style-type: none"> ● arrange visit to current setting (day care, home) ● arrange visit to classroom/school ● prepare visuals to assist with the transition: school photo book or video, map of the school
School to School	<ul style="list-style-type: none"> ● arrange receiving school visits ● arrange transfer of OSR with updated IEP and transition plan ● My Blueprint plans transferred to new school ● contact outside agencies that are involved with the student i.e. SBRS - School-Based Rehab Services ● communicate with receiving or sending school staff and parents regarding transition issues and/or supports
Class to Class	<ul style="list-style-type: none"> ● create a daily schedule to prepare moving from class to class ● create a checklist of materials to bring to each class ● provide a transitional object as a source of comfort ● provide an opportunity to practice the route from class to class ● provide an opportunity to practice the routine for entering each class
Grade to Grade	<ul style="list-style-type: none"> ● identify strategies that are successful and share them with new staff ● have receiving staff observe the student and meet the student to review programming needs ● arrange a visit for the student prior to school starting
Changes in School Support	<ul style="list-style-type: none"> ● introduce the student to new staff in the classroom ● work through routines as indicated in the individual schedule ● conduct specific training for new staff (e.g., lifting, toileting, BMS, assistive technology, etc.) ● facilitate any job mentoring/shadowing experiences for school staff ● inform parents of change of personnel
Elementary to Secondary	<ul style="list-style-type: none"> ● identify and document strategies that are successful and share with new staff ● gather information about the receiving school's environment while considering a student's programming needs ● have receiving team observe the student and participate in IPRC if applicable
Secondary to Post Secondary	<ul style="list-style-type: none"> ● ensure the student is an active participant with knowledge of their strengths and learning needs ● update assessment information as appropriate ● assess the student's ability to self-advocate ● ongoing guidance and special education support re: goal setting and career planning ● investigate possible financial supports (e.g., bursaries, scholarships and OSAP, etc.)

	<ul style="list-style-type: none"> ● guidance and special education staff to provide information about post-secondary institution transition programs
School to Community	<ul style="list-style-type: none"> ● explore the student's strengths, skills and interests ● review OSR to determine appropriate documentation of disability is in place to ensure family meets the criteria for appropriate community supports ● follow the Integrated Transition Planning for individuals who meet the definition of having a developmental disability under any of the legislative framework or agency criteria in the education sector, schools may consider the target population to include students identified in other exceptional categories besides Developmental Disability who have similar needs in cognitive or adaptive functioning e.g., Communication-Autism, Multiple and Intellectual Disabilities ● connect parent with local associations (e.g., Community Living, DSO, etc.) ● invite agency case manager to transition meeting
School to work	<ul style="list-style-type: none"> ● complete My Blueprint ● complete job readiness skills (e.g., application forms, social insurance number, etc.) ● practice responses to job interview questions ● pursue summer part-time employment in area of strength and interest ● participate in workplace experiences (i.e., Co-op) ● explore possible career choices and skill prerequisites

Common Actions:

- establish a transition team to support the planning. It will include parents/guardians, school staff, the student (where appropriate) and can also include school board staff, health care workers, community workers and others who support the student;
- arrange special transportation as required;
- arrange transfer of equipment;
- provide new staff with contact list and/or appropriate resources;
- arrange for peer supports and student awareness activities;
- gather information regarding the student's strengths and interests using the Ontario School Record
- incorporate self-advocacy into the IEP;
- ensure that the student's voice from My Blueprint is incorporated into the IEP planning process;
- educate the student and staff about the student's strengths and needs and the use of accommodations;
- determine resources/professional training that may be required by staff;
- organize materials to support the student in transition;
- inform parents/guardians of any significant changes that will impact the transition plan;
- a transition plan is required for all students with an IEP, however, there may be times when the transition plan may indicate that no action is required at this time.

Integrated Transition Planning For Young People with Developmental Disabilities

Purpose:

The Ministry of Children and Youth Services (MCYS) and Ministry of Community and Social Services (MCSS) and Ministry of Education (EDU) work together to establish processes that support integrated transition planning, leading to a single transition plan for young people with a developmental disability who are preparing for adulthood. The purpose of this revision is to integrate existing regional protocols and school board practices.

What is Integrated Transition Planning?

Through integrated transition planning processes, young people with developmental disabilities will have a single integrated transition plan that will inform educational planning and help the young person transition from secondary school and child centred services to adulthood and help prepare parents or guardians and other family members for changes. The planning process will consider the young person's goals for work, further education and community living and steps needed to attain these goals.

What is a Single Integrated Transition Plan?

A single integrated transition plan identifies the steps needed for a young person with a developmental disability to attain their goals from the present until anticipated time of leaving school. It involves school board officials, principals, teachers, students and their families and others who support the young person such as community agency staff and health care providers. The transition plan identifies:

- goals for work, further education, community living that reflect actual available resources that are available and achievable by the young person given appropriate supports;
- actions that should be taken year to year;
- roles and responsibilities;
- timelines.

A timely application to programs and services with waitlists, available support services and equipment, exploring work placement, investigating future financial support and/or developing independent skills in the use of technology, self-advocacy skills or employability skills are key action items. The integration plan is expected to be a long range, evolving plan developed at the age of 14 and reviewed and updated as part of the IEP process.

*In the education sector, schools may consider the target population to include students identified in other exceptionality categories besides Developmental Disability who have similar needs in cognitive or adaptive functioning e.g., Communication-Autism, Multiple and Intellectual Disabilities.

School Roles and Responsibilities:

- begin integrated transition planning at or before age 14 as part of the IEP process. The school IEP lead is designated by the principal;
- establish, participate in and contribute to integrated transition planning teams;
- provide opportunities for the individual and their parent/guardian to participate throughout the integrated transition planning process;
- establish a process for the school IEP lead to contact/link with designated community agency staff person to begin the integrated transition planning process if appropriate;

- ensure that proper consents are received from the young person with a developmental disability and their parent guardian to initiate the integrated transition planning process;
- provide information to the family/young person regarding application to the DSO;
- provide copy of the single integrated transition plan, which includes the IEP, to the parents (and student if 16 and older) and include a copy in the student's OSR;
- establish a process for the single integrated transition plan to be reviewed and updated as required.

How Will Integrated Transition Planning Work?

The intent of integrated planning is for all who support the young person with a developmental disability to work collaboratively to facilitate a smooth transition experience and to help prepare for and support positive outcomes for each young person with a developmental disability and their family/caregivers. This will support successful transitions for young people with developmental disabilities to prepare for adulthood.

Through integrated transition planning processes, young people with developmental disabilities and their families will have a single integrated transition plan that will help the young person prepare for adulthood and the transition from secondary school and from child-centred services as well as preparing parents or guardians and other family members for changes.

Planning for young people with developmental disabilities and their families will take place in an integrated way and can be initiated by the school or children's lead agency.

In addition to the roles and responsibilities already identified in the current protocols and legislation, a process will need to be established for children lead agencies and school IEP leads to connect to begin the integrated transition planning process. This will include obtaining necessary consents from the young person with a developmental disability and/or their parent/guardian to facilitate the integrated transition planning process.

Section 12

Provincial and Demonstration Schools

Some students require placement in lodging education programs. These programs meet the needs of students who are severely learning disabled, hearing impaired, visually handicapped, language delayed, physically handicapped, or socially or emotionally disabled.

Information may be obtained from the Resource Services departments of the Provincial Schools and the groups listed below:

Provincial Schools Branch, Ministry of Education:

Provincial Schools Branch
255 Ontario Street South
Milton, Ontario
L9T 2M5
Telephone: (905) 878-2851
Fax: (905) 878-5405

Demonstration schools for English-speaking students with ADHD and severe learning disabilities:

Sagonaska Demonstration School
350 Dundas Street West
Belleville ON K8P 1B2
Telephone: (613) 967-2830
Fax: (613) 967-2482

Trillium Demonstration School
347 Ontario Street South
Milton ON L9T 3X9
Telephone: (905) 878-2851
Fax: (905) 878-7540

Amethyst Demonstration School
1515 Cheapside Street
London ON N5V 3N9
Telephone: (519) 453-4400
Fax: (519) 453-2160

Schools for the deaf:

The Ernest C. Drury School for the Deaf
255 Ontario Street South
Milton ON L9T 2M5
Telephone: (905) 878-2851
Fax: (905) 878-1354

The Robarts School for the Deaf
1515 Cheapside Street
London ON N5V 3N9
Telephone: (519) 453-4400
Fax: (519) 453-7943

The Sir James Whitney School for the Deaf
School for the Deaf
350 Dundas Street West
Belleville ON K8P 1B5
Telephone: (613) 967-2823
Fax: (613) 967-2857

School for the blind and deaf-blind:

W. Ross Macdonald School for the Blind
 350 Brant Avenue
 Brantford ON N3T 3J9
 Telephone: (519) 759-0730
 Fax: (519) 759-4741

Francophone school for those with learning disabilities:

Centre Jules-Léger
 281 Avenue Lanark
 Ottawa ON K1Z 6R8
 Telephone: (613) 761-9300
 Fax: (613) 761-9301
 TTY: (613) 761-9302

Provincial Schools and Demonstration Schools

Provincial Schools and Provincial Demonstration Schools:

- are operated by the Ministry of Education;
- provide education for students who are deaf or blind, or who have severe learning disabilities;
- provide an alternative education option;
- serve as regional resource centres for students who are deaf, blind, or deaf-blind;
- provide preschool home visiting services for students who are deaf or deaf-blind;
- develop and provide learning materials and media for students who are deaf, blind, or deaf-blind;
- provide school board teachers with resource services;
- play a valuable role in teacher training.

The Demonstration Schools were established to:

- provide special residential education programs for students between the ages of 5 and 21 years;
- enhance the development of each student's academic and social skills;
- develop the abilities of the students enrolled to a level that will enable them to return to programs operated by a local school board within two years.

W. Ross Macdonald School: School for the Blind and Deaf-Blind

W. Ross Macdonald School is located in Brantford and provides education for students who are blind, visually impaired, or deaf-blind. The school provides:

- a provincial resource centre for the visually impaired and deaf-blind;
- support to local school boards through consultation and the provision of special learning materials, such as Braille materials, audiotapes, and large-print textbooks;
- professional services and guidance to ministries of education on an inter-provincial, cooperative basis.

Programs are tailored to the needs of the individual student and;

- are designed to help these students learn to live independently in a non-sheltered environment;
- are delivered by specially trained teachers;

- follow the Ontario curriculum developed for all students in the province;
- offer a full range of courses at the secondary level;
- offer courses in special subject areas such as music, broad-based technology, family studies, physical education, and mobility training;
- are individualized, to offer a comprehensive “life skills” program;
- provide through home visiting for parents and families of preschool deaf-blind children to assist in preparing these children for future education.

Provincial Schools for the Deaf

The following Provincial Schools offer services for deaf and hard of hearing students:

- Sir James Whitney School for the Deaf in Belleville (serving eastern Ontario)
- Ernest C. Drury School for the Deaf in Milton (serving central and northern Ontario)
- Robarts School for the Deaf in London (serving Western and Northwestern Ontario)
- Centre Jules-Léger in Ottawa (serving francophone students and families throughout Ontario)

Admittance to a Provincial School is determined by the Provincial Schools Admission Committee in accordance with the requirements set out in Regulation 296.

These schools provide elementary and secondary school programs for deaf students from preschool level to high school graduation. The curriculum follows the Ontario curriculum and parallels courses and programs provided in school boards. Each student has his or her special needs met as described in his or her Individual Education Plan (IEP). Schools for the deaf:

- provide rich and supportive bilingual/bicultural educational environments which facilitate students’ language acquisition, learning, and social development through American Sign Language (ASL) and English;
- operate primarily as day schools;
- provide lodging facilities five days per week for those students who do not live within a reasonable commuting distance from the school.

Each school has a Resource Services Department which provides:

- consultation and educational advice to parents of deaf and hard of hearing children and school board personnel information brochures;
- a wide variety of workshops for parents, school boards, and other agencies;
- an extensive home-visiting program delivered to parents of deaf and hard of hearing preschool children by teachers trained in preschool and deaf education.

Provincial Schools for the Learning Disabled

Each Provincial Demonstration School has an enrollment of forty students. The language of instruction at the Amethyst, Sagonaska and Trillium schools is English; at Centre Jules-Léger, instruction is in French.

Application for admission to a Provincial Demonstration School is made on behalf of students by the school board, with parental consent. The Provincial Committee on Learning Disabilities (PCLD) determines whether a student is eligible for admission.

Although the primary responsibility to provide appropriate educational programs for students with learning disabilities remains with school boards, the Ministry recognizes that some students require a lodging school setting for a period of time.

In addition to providing lodging schooling for students with severe learning disabilities, the Provincial Demonstration Schools have special programs for students with severe learning disabilities in association with attention-deficit/hyperactivity disorder (ADD/ADHD). These are highly intensive, one-year programs.

The Trillium School also operates Learning for Emotional and Academic Development (LEAD), a special program for students with severe learning disabilities who require an additional level of social/emotional support.

An in-service teacher education program is provided at each Demonstration School. This program is designed to share methodologies and materials with teachers of Ontario school boards. Information about the programs offered should be obtained from the schools themselves.

Further information about the academic, lodging Learning for Emotional and Academic Development(LEAD) and Learning Disabilities (LD)/Attention-deficit/hyperactivity Disorder (ADD/ADHD) programs is available from the Demonstration Schools through the Special Needs Opportunity Window (SNOW) website at <https://snow.idrc.ocadu.ca/>.

Transportation to Provincial Schools for students is provided by school boards.

Although the Keewatin-Patricia District School Board Transportation Policy makes no direct reference to Provincial School students, we strive towards providing a safe transportation system to ensure these students get back and forth safely. In consultation with the special education staff, it is determined whether a student requires an escort and the frequency of travel. Through coordinated efforts, attempts are made so students from the North can travel together.

We presently have 1 student attending a Provincial and Demonstration School.

Section 13

Special Education Staff

This page will be updated at the end of June annually.
Elementary and Secondary Panels

Special Education Staff	FTEs		Staff Qualifications
	E	S	
1. Teachers of exceptional students	20	7.35	Special Education AQ Pt. 1, 2, 3
1.1 Teachers for resource-withdrawal programs	0	0	
1.2 Teachers for Education and Community Partnership Programs classes	6.0	3.0	
2. Other special education teachers			Education and Community Partnership Programs special education Pt. 1, 2, 3 qualifications
2.1 Itinerant Teachers	0	0	
2.2 Teacher Diagnosticians	0.75	0.25	Special education specialist Works in both panels
2.3 Coordinators	0	0	
2.4 Special Education Leader	3.2	0	Special education specialist Works in both panels
3. Educational assistants in special education			
3.1 Educational Assistants	105	37	ECE or equivalent
3.2 Braille Transcriber	0	0	
4. Other professional resource staff	0	0	
4.1 Psychologists	Contracts		
4.2 Psychometrists	0	0	
4.3 Psychiatrists	0	0	
4.4 Speech Language Pathologists	3.0	1.0	Registered with CASLPO

4.5 Audiologists	Partnerships		
4.6 Occupational Therapists	Partnerships		
4.7 Physiotherapists	Partnerships		
4.8 Social Workers	Partnerships		
4.9 Autism and Positive Behaviour Leaders	2.1	0.7	Works in both panels
5. Paraprofessional resource staff	0	0	
5.1 Orientation and mobility personnel	0	0	
5.2 Oral interpreters (for deaf students)	0	0	
5.3 Sign interpreters (for deaf students)	0	0	Degree
5.4 Transcribers (for blind students)	0	0	
5.5 Interveners (for deaf-blind students)	0	0	
5.6 Speech Language Assistants (communications)	9	0	Grade 12 Diploma

Section 14

Staff Development

Goal

To have all staff informed of special education concerns and provide feedback regarding special education needs.

Staff indicates the needs in their schools. Staff development plans are designed from the identified needs.

Priorities

1. New requirements from the Ministry.
2. Exceptionalities requirements.
3. Requirements as identified by principals, and staff.

In-Service

- Provincial school staff
- Agencies
- Special Assignment Teachers
- Ministry workshops
- Special Education Leaders
- Special Education Resource Teachers

Resource allocation

Staff continue to participate in Professional Development opportunities where applicable and with appropriate resources.

Budget allocation

A portion of the Behaviour Expertise Component will be used for training opportunities to build school capacity in Applied Behavior Analysis (ABA).

A portion of the Behaviour Expertise Component will be used for professional development and release time for staff training of Education Assistant, educators and school teams.

A portion of the Multi-Disciplinary Team Component Funding will be used to build board capacity with regard to local behavioural, psychological, speech and language needs.

SEAC Consultation re: Staff Development

During the Special Education Advisory Committee (SEAC) professional development/presentation exercise, we established Professional Development (P.D.) goals, thus ensuring communication and consultation with SEAC. We will provide SEAC members with P.D. when opportunities arise, i.e., Ministry of Education, IEP, Special Education Plan, Autism Workshops, etc.

SPECIAL EDUCATION P.D. PLAN FOR 2024 - 2025

ADMINISTRATIVE FOCUS			
Topics	Target Group	Responsibilities & Resources	Timelines
Special Education Plan: Roles and Responsibilities in Special Education	Principals, Special Education Resource Teachers, Autism and Positive Behaviour Leader, Mental Health Lead, Special Education Advisory Committee, Trustees In addition to the above: Classroom Teachers (including Education and Community Partnership Program teachers), Education Assistants, and Parents	Superintendent of Education Special Education Leaders Special Education Advisory Committee	August 2024 - June 2025 (ongoing)
Special Education Amount (SEA) (Ministry Guidelines and requirements)	Principals, System Administrators, Special Education Resource Teacher	Superintendent of Education Special Education Amount Administrator, Area Special Education Leaders	August 2024
Growing Success: Individual Education Plan (IEP) Assessing and Reporting	Classroom Teachers, Special Education Resource Teachers, Education Assistants, Principals	Superintendent of Education, Area Special Education Leaders, Curriculum Special Assignment Teacher, Growing Success Committee	August 2024 - June 2025
Fostering Independence	Principals, Special Education Resource Teachers, Classroom Teachers	Superintendent of Education, Area Special Education Leaders, Superintendent of Education	August 2024 - June 2025
Provide in-service and support in IEP development, modifications/accommodations and reporting processes; as well as training for RISE	Principals, Special Education Resource Teachers, Classroom Teachers, Education Assistants, Parents, Special Education Advisory Committee	Superintendent of Education, Area Special Education Leaders	August 2024 - June 2025 (ongoing)

ACADEMIC / LEARNING SKILLS FOCUS			
Topics	Target Group	Responsibilities & Resources	Timelines
Literacy Assessment, Decodable Books, Phonics, Spelling and Decoding, Comprehension Training and Vocabulary Development	Primary Classroom Teachers, Administrators Special Education Resource Teachers Early Childhood Educators Education Assistants Special Education Leaders Speech Language Pathologists	Superintendent of Education, School Effectiveness Administrator, Area Curriculum Special Assignment Teacher, Special Education Leaders	August 2024 - June 2025
Inclusive and Equitable High Impact Teaching Strategies	Classroom Teachers, Special Education Resource Teachers, Special Education Leaders, Curriculum Special Assignment Teachers, Principals	Superintendent of Education, Special Education/Safe & Supportive Schools Principal, Area Special Education Leaders, Area Curriculum Special Assignment Teachers	August 2024 - June 2025
TECHNOLOGY FOCUS			
Topics	Target Group	Responsibilities & Resources	Timelines
Software and Apps to support students with special needs - Google Read & Write, Equatio	Principals, Special Education Resource Teachers, Education Assistants, Classroom Teachers	Superintendent of Education, Special Education Leaders, Speech Language Pathologists, Special Education Resource Teachers, Community Partners	August 2024 - June 2025
BEHAVIOUR FOCUS			
Topics	Target Group	Responsibilities & Resources	Timelines
Functional Behavioral Assessment (FBA) and Behaviour Intervention Planning (BIP) Process	Special Education Resource Teachers, Principals, Classroom Teachers, Education Assistants	Superintendent of Education, Special Education/Safe & Supportive Schools Principal, Mental Health Lead, Area Special Education Leaders, Autism and Positive Behaviour s Leaders	August 2024 - June 2025

Behaviour Management Systems (BMS Recertification)	Special Education Resource Teachers, Education Assistants, Principals	Special Education/Safe & Supportive Schools Principal, Superintendent of Education, BMS Training Team	August 2024 - June 2025
Response to Intervention	Principals, Special Education Resource Teachers, Classroom Teachers, Education Assistants	Superintendent of Education, Special Education/Safe & Supportive Schools Principal, Area Special Education Leaders	August 2024 - June 2025
Applied Behavioral Analysis Strategies	Principals, Special Education Resource Teachers, Area Special Education Leaders, Education Assistants, Classroom Teacher	Superintendent of Education, Sonderly, Autism and Positive Behaviour Leader, Mental Health Leader	August 2024 - June 2025
MENTAL HEALTH FOCUS			
Topics	Target Group	Responsibilities & Resources	Timelines
Mental Health in Schools professional learning and training; School Mental Health Ontario Resources	Classroom Teachers, Special Education Resource Teachers, Education Assistants, Principals, Special Education Advisory Committee, Indigenous Education Advisory Committee, Parents, School Councils, Student Counsellors, Mental Health Champions, Jack Chapter High School Student Representatives	Superintendent of Education, Mental Health Lead, Special Education/Safe & Supportive Schools Principal, Special Education Leaders,	August 2024 - June 2025
COMMUNICATION FOCUS			
Topics	Target Group	Responsibilities and Resources	Timelines
Articulation, Language, Fluency, Augmentative and Alternative Communication, and Phonological Awareness Support Training; differentiated support for schools	Education Assistants, Special Education Resource Teachers, Communication Assistants	Speech Language Pathologists, Area Special Education Leaders	August 2024 - June 2025

Section 15

Equipment

Our Board determines whether a student requires individualized equipment based on assessment by qualified professionals:

- medical doctors
- audiologists
- provincial schools
 - deaf, deaf-blind
 - hard of hearing
 - LD
 - ADHD
- psychologists
- augmentative communication therapist
- optometrist/ophthalmologist
- occupational therapist
- physiotherapist
- speech language pathologists
- Special Equipment Amount guidelines

Under the Special Education Amount (SEA) funding, boards have flexibility in purchasing equipment in a timely and effective manner, recognizing that appropriate documentation is required. The Keewatin-Patricia District School Board receives a set amount of SEA funding, which is in turn spent according to equipment needs as determined by system and school-based staff. Equipment sharing between students who qualify for equipment, as part of the trial period, is enhanced as a result of the SEA funding model. Appropriate assessment documentation determines what equipment is required, and consultation with Special Education Leaders, Ministry of Education officers and other trained professionals determine the appropriate equipment to purchase.

The Ministry of Education classifies equipment claims for students with exceptionalities as Special Equipment Amount (SEA). SEA equipment must be for special, individualized equipment for use at school. Examples of SEA are:

- speech analyzers
- FM system
- print enlargers for students with low vision
- amplification system
- computer hardware/software
- individually modified desks or work tables
- adjustable desks or computer tables
- Braille writers
- symbol or letter voice translators
- insulated booth and study carrels

- Communication aids (e.g., speech synthesizers)
- positioning devices for sitting, standing and lying down
- Other assistive devices or adaptive equipment

A Special Equipment Amount (SEA) claim may be submitted for any student with special needs enrolled in a board. Students are not required to be identified through the Identification, Placement, and Review Committee (IPRC) process in order to access assistive technology.

A committee of Area Special Education Leaders and the Superintendent of Education determine a projection of equipment needs for the upcoming school year based on student needs. They also establish standards for equipment purchases and forward the requirements to the purchasing department. The budget is then established.

Section 16

Accessibility of School Buildings

The [Keewatin-Patricia District School Board Accessibility Plan](#) can be found on the KPDSB website. All Ontario District School Boards are required to be compliant with the implementation of an Accessibility Standards Policy which will ensure that efforts are made to enable access to school board facilities. The KPDSB has adopted and has in effect this Customer Service Policy for Accessibility for stakeholders.

The policy is focused on providing services to our students, parents/guardians, the public and our staff that are free of barriers and biases. The Keewatin-Patricia District School Board strives to ensure that key principles of independence, dignity, inclusion, and equality of opportunity are reflected and valued in our learning and working environments. Our conduct will demonstrate our belief in the strength diversity brings to our communities.

#	School	Address	Location	Total Sq Footage	Year Built	School status	Wheel Accessibility
1	Beaver Brae SS	1400 9th Street N.	Kenora	118,816	1962	Secondary	Yes
2	Beaver Brae Annex	1405 9th Street N.	Kenora	3,066	1970	Adult Ed	Yes
3	Crolancia	Box 280, 1 E Street	Pickle Lake	27,930	1980	Elem/Sec	Yes
4	Dryden High	79 Casimir Ave.	Dryden	158,978	1950	Secondary	Yes
5	Dryden Regional Training Centre	100 Casimir Ave	Dryden	32,499	2004	Adult Ed	Yes
6	Ear Falls	40 Spruce Street	Ear Falls	19,377	1970	Elementary	Yes
7	Education Centre	4 th Floor 240 Veterans Drive	Kenora	9,560	1931	Admin	yes
8	Evergreen	675 Brinkman Rd.	Kenora	30,750	1955	Elementary	Yes
9	Golden Learning Centre	Box 160 Eric Radford Way	Balmertown	35,653	1991	Elementary	Yes
10	Ignace	Box 418, Davey Lake Rd.	Ignace	76,243	1973	Elem/Sec	Yes
11	Keewatin	330 Mill Street	Keewatin	22,245	1952	Elementary	Partial
12	King George VI	320 6th Ave. S.	Kenora	30,628	1952	Elementary	Yes
14	Lillian Berg	Box 247, Main Street	Vermilion Bay	29,275	1975	Elementary	Yes

15	New Prospect Public	289 Wice Road	Dryden	42,196	2002	Elementary	Yes
16	Open Roads	20 Davis Street	Dryden	44,187	2011	Elementary	Yes
17	Sioux North High School	Box 548, 86 Third Avenue North	Sioux Lookout	81,903	2018	Secondary	Yes
18	Red Lake Madsen	201 Howey Street	Red Lake	35,035	1996	Elementary	Yes
19	Red Lake District High	60c Hwy #105	Red Lake	68,283	1951	Secondary	Yes
20	Savant Lake	#1 1 st Street Gen Del	Savant Lake	5,888	1975	Elementary	Yes
21	Sioux Narrows	Box 113-D	Sioux Narrows	5,200	1982	Elementary	Yes - partial
22	Sioux Mountain	Box 969, 89 First St.	Sioux Lookout	47,458	2001	Elementary	Yes
23	Upsala	5006 Hwy 17	Upsala	10,193	1989	Elementary	Yes
24	Valleyview	1529 Valley Drive	Kenora	16,200	1960	Elementary	Partial
25	Queen Elizabeth District High School	Box 548 15 Fair Street.	Sioux Lookout	66,777	1953	Adult Ed	Yes
Total Sq. Ft.				1,018,340			

Section 17

Transportation

The Transportation Policy states as follows:

Transportation may be provided for exceptional students upon the approval of the Northwest Ontario Student Services Consortium. The policy is silent on special education except for the above which provides flexibility in how or if we provide service. Special education transportation is examined on a case-by-case basis depending on the needs of the student. The majority of students with special needs are integrated into the regular bussing system, with door-to-door service if it is necessary.

Provincial School students are flown back and forth from Pearson Airport and provided with ground transportation to and from their schools. In some cases, these students require an escort. The Board pays for all these expenses and then is reimbursed by the province.

We have limited financial and transportation resources for our students who are unable to utilize the regular system. Because of this situation, we do not have the luxury of choosing service providers. They all provide a basic service but in some of the communities, there is no other alternative. We work with the service providers to ensure the service is safe and appropriate.

Regarding the transportation of students with special needs, primarily, the Keewatin-Patricia District School Board determines whether or not they can safely utilize the regular home to school bus system. If they cannot, it is determined whether they can safely ride a universal bus, which is available in some areas of the Board. There are many methods used to transport children with special needs including school bus, universal bus, school purposes vehicle, and parent transportation.

The transportation providers for students with special needs are long standing providers for the Keewatin-Patricia District School Board. Although First Aid Training is not mandatory for drivers, they are encouraged to obtain the training. All bus drivers are required to pass a Criminal Background Check (CBC) prior to them obtaining their licenses.

The Board does not provide summer school so no transportation for students with special needs is required. Children who are in Care and Treatment facilities that have agreements with the Board are transported using the regular home to school bus system.

Section 18

Special Education Advisory Committee

Every school board shall establish a Special Education Advisory Committee.

The Keewatin-Patricia District School Board Special Education Advisory Committee (SEAC) is a statutory committee established under *The Education Act* and consists of:

- a) Three trustees appointed by the Board including a trustee to represent the interests of Indigenous students *
- b) Representatives of up to twelve local associations.
- c) One person appointed to represent the interests of Indigenous students.
- d) One or more additional members appointed by the Board who are not representatives of a local association and are not members of the Board or of a committee of the Board.
- e) Board personnel considered necessary for the proper functioning of the committee.

Meeting Requirements

The SEAC will meet 10 times per year, on the third Wednesday of the month. The meeting will commence at 12:00 p.m. Central Standard Time. Meetings are held virtually and are open to parents, teachers and community members. Dates and times for upcoming meetings can be obtained by calling the Board Office in Kenora at (807) 468-5571 ext. 236 or 1-877-275-7771.

Function

As advocates for exceptional students in the Keewatin-Patricia District School Board, members of SEAC work cooperatively with Board staff to effect constructive change for exceptional students. Through a collaborative effort, members work as a team to develop a shared focus to effectively represent the needs of all exceptional students.

Acting in an advisory capacity, SEAC reports and makes recommendations to the school board relative to any matter affecting the establishment or development of special education programs and services for exceptional students.

Members of SEAC also facilitate effective communication between their association members and the school board. By acquiring and maintaining a working knowledge of special education programs and services provided by the Keewatin-Patricia District School Board, members inform their associations of the activities of SEAC and the Board.

Pages 197, 198 have been removed

Rachel Craig	% Kenora Education Centre	Work: (807) 468-5571 ext. 245 Email: rachel.craig@kpdsb.ca	Resource Staff
Jenn Gray	% Kenora Education Centre	Work: (807) 468-5571 ext. 248 Fax: (807) 468-3857 Email: jennifer.gray@kpdsb.ca	Special Education and Safe and Supportive School Administrator

SEAC INPUT FOR SPECIAL EDUCATION PLAN

Ministry Consultation Process	Action Items/Suggestions for Compliance	Timelines
<p>Board's Consultation Process</p> <ul style="list-style-type: none"> Public consultation through SEACs with parents, school councils, community organizations and students <hr/> <ul style="list-style-type: none"> Describe SEACs involvement in board plan review <hr/> <ul style="list-style-type: none"> Describe any reports received and responses provided related to board plan approval 	<p>SEAC affiliations with local associations through member reports. Public information session at schools. Once approved by SEAC, administrators will be notified so that the <i>Special Education Plan</i> can be shared with Area School Councils. KPDSB System Communication Staff will notify the system once the plan is approved and posted to the board website.</p> <hr/> <p>The Annual Plan will be reviewed starting in May 2025. SEAC members will develop a template to define meeting topics throughout the year.</p> <hr/> <p>Workshop for members on <i>Special Education Plan</i></p>	<p>Annual Plan will be reviewed throughout the year during regular SEAC meetings.</p>
<p>Special Education Placements Provided by the Board</p> <p>Plan must describe:</p> <ul style="list-style-type: none"> How the board's SEAC is involved in providing advice on placements 	<p>Regular class placement is the first choice. Advice is sought when reviewing this plan.</p>	<p>Reviewed annually</p>
<p>Staff Development</p> <ul style="list-style-type: none"> SEAC's involvement in professional development 	<p>SEAC will determine topics for professional development to be delivered at each monthly meeting. Ex. Special Education Plan, Children's Mental Health, Specialized Programs within KPDSB, SEAC Function/Education Act, IPRC Process, EA Allocation Process, Special Education Funding</p>	<p>Monthly</p>

<p>SEAC Plan must provide:</p> <ul style="list-style-type: none"> • Have input into board's special education annual budget 	Presentation of Special Education Funding plan.	Annually
<p>Submission and Availability of School Board plans</p> <ul style="list-style-type: none"> • Copy of motions or recommendations from the Board's SEAC 	Have minutes of SEAC meeting on website.	Monthly

Section 19

Co-ordination of Services with other Ministries and Agencies

- The family contacts the principal of the local school about their child's needs.
- The family provides written consent for the exchange of information between the previous school/facility and Keewatin-Patricia District School Board. It is the practice of the Board to accept assessments accompanying the students from the previous school/facility.
- Reports will then be forwarded to the school principal to assist with planning for the child's needs.
- Transition planning is organized to discuss the child's needs and programs and services currently received in the previous school/facility. The child's strengths, progress and current needs will be discussed.

The principal will identify the next steps and access services and programs for the child as appropriate and available.

Co-ordination of Services

Advanced planning for students arriving from other programs involves a review of all relevant assessments pertaining to the student. This includes current and previously supplied assessments from other sources.

<u>Other Sources</u>	<u>Steps Taken (for all intakes from other sources)</u>
Pre-School/Nursery	<ul style="list-style-type: none"> • case conference taking into account assessments and reports • completion of the Transition to School document
Pre-School/Deaf	<ul style="list-style-type: none"> • development of a transition plan determining student needs for accommodated/modified/ alternative programs. Preparation of an IEP. • completion of the Transition to School document
Preschool Speech Language	<ul style="list-style-type: none"> • referrals to appropriate support services • determine environmental needs of the student and prepare school/classroom as appropriate i.e., baffles/carpeted area, etc.
Care and Treatment/ Correctional Program	<ul style="list-style-type: none"> • organize necessary equipment for the student

Program Offered by Other Boards	<ul style="list-style-type: none">● put in place support personnel to ensure successful transition into the school situation● provide training for teacher/EA/support personnel as appropriate● involve School Counsellor in transition and follow-up support● liaison between personnel of the receiving school and the sending school
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Information about students leaving the Keewatin-Patricia District School Board to attend programs in other boards can be shared provided there is a written request from the receiving Board. Parental consent must be obtained in order to share the information.

Section 20

Submission Requirements

Note: Changes to the Plan will be shared with the Trustees at the Regular Board Meeting on June 11, 2024.

Appendix A

Special Education Forms

PLEASE NOTE: All forms should be accessed from SharePoint

SE-001	Elementary Teacher and Special Education Resource Teacher Intervention Strategies <ul style="list-style-type: none"> completed by classroom teacher to request SERT support
SE-001A	Secondary Teacher and Special Education Resource Teacher Intervention Strategies <ul style="list-style-type: none"> completed by classroom teacher to request Special Education Resource Teacher support
SE-002	Program Services Referral Form <ul style="list-style-type: none"> completed by Special Education Resource Teacher with classroom teacher to request service from KPDSB Teacher Diagnostician (TD), Speech Language Pathologist (SLP), Autism and Positive Behaviour Leader, Special Assignment Teacher for Students with Visual Impairments and psychologist
SE-002A	Parent Questionnaire
SE-003	Parent Consent Form <ul style="list-style-type: none"> completed by parent to give consent for service requested on SE 02 (excluding psychological services)
SE-003A	Psychological Consent <ul style="list-style-type: none"> completed by parent to give consent for psychological services requested on SE 02 after a TD assessment has been completed and the student has been referred to see psychologist.
SE-004	Student Counsellor Referral Form <ul style="list-style-type: none"> completed by classroom teacher/Special Education Resource Teacher/Admin to request support from Student Counsellor (found in Public Folders)
SE-004A	Attendance Referral Form <ul style="list-style-type: none"> completed by classroom teacher/Special Education Resource Teacher in consultation with the school principal/vice principal when a student has missed 15 consecutive days of school (send to student counsellor)
Letter of Invitation	Letter of Invitation

(SE-005)	<ul style="list-style-type: none"> • completed by school administration or designate (often the Special Education Resource Teacher) to notify parents of the IPRC (found in RISE)
SE-005A	<p>IPRC's At A Glance</p> <ul style="list-style-type: none"> • summary of IPRC process for parents – this is photocopied and sent home with the SE-05 form
Statement of Decision	<p>Enter Statement of Decision Form (found in RISE)</p> <ul style="list-style-type: none"> • original placed in OSR; copy provided to area Special Education Leader • includes Parental Consent to Decision
CCIP Form	<p>Confirmation of Continued Identification and Placement Form (found in RISE)</p> <ul style="list-style-type: none"> • placed in OSR; copy provided to Area Special Education Lead
SE-007	Guidelines for Dispensing an IPRC process
SE-008	IPRC Checklist
SE-009	<p>Case Conference Form</p> <ul style="list-style-type: none"> • completed at each IPRC by the Special Education Resource Teacher • records the minutes from the IPRC • placed in OSR
SE-009A	<p>Formal Case Conference Form</p> <ul style="list-style-type: none"> • Completed by Special Education Resource Teacher or Special Education Leader in Formal Case Conference (to change placement into or out of Education and Community Partnership Program (ECP))
SE-010	<p>Request for Home Instruction</p> <ul style="list-style-type: none"> • completed by the Principal and/or Special Education Leader in consultation with the Superintendent • copy placed in OSR; original sent to Superintendent
SE-011	<p>OSR Documentation File Record</p> <ul style="list-style-type: none"> • placed in OSR • records all documents filed in OSR
SE-012	<p>Request for Language Exemption</p> <ul style="list-style-type: none"> • submitted to area Superintendent for signature • placed in OSR • requires supportive documentation
SE-013	<p>Parent Consent for Release of Information -IPRC</p> <ul style="list-style-type: none"> • parents/guardians give consent for information to be shared with KPDSB employees during the IPRC • placed in OSR
SE-013A	Consent to Release Confidential Information

- used when an outside agency or school board requests information from KPDSB and the agency/school board does not have/provide their own consent form
- placed in OSR

SE-013B

Dual Consent to Release Confidential Information

- used when an outside agency or school board requests information and our school board is requesting information from another outside agency or school board
- placed in OSR

SE- 014

Notification of Case Conference

- formal notification to parents that a case conference was held regarding their child

SE- 015

Draft Letter re: IEP

- letter drafted by Special Education Resource Teacher sent home to parents requesting input on the IEP

SE-016

In-School Support Team Meeting

- Should occur every 4-6 weeks

SE 016A

In-School Support Team Meeting – Guiding Questions

SE-017

Request to Substitute Compulsory Credits

- completed by student and/or parent to request a compulsory credit substitution
- signed by Principal and Superintendent
- placed in OSR

SE-018

Anecdotal Report Template

- when an anecdotal report is sent home either in addition to the regular report card or in place of the report card, this form can be used
- outlines all requirements for an anecdotal report

SE-019A

Request to transfer of Special Education Amount (SEA) equipment from another Board

SE-019B

KPDSB SEA Equipment Agreement

- Student equipment
- Must be signed for all SEA technology
- Can be used if SEA special equipment (stroller etc.) is used at home over summer breaks

SE-019C

KPDSB SEA Equipment Agreement for Home Use

- Student equipment when used in the home
- Completed by Special Education Resource Teacher and signed by parent/guardian

SE-020 Personal Protective Equipment (PPE) Request Form

SE-021 Integrated Transition Plan

SLP Informed Consent Forms Speech Language Pathologist (SLP) Informed Consent form, Classroom Teacher form, Consent for Electronic Communication, Consent for Virtual Care Service.

- These forms must accompany all KPDSB SLP referrals.

ECPP Classroom Forms

FIREFLY Classroom Referral

FIREFLY Classroom Description/Eligibility Criteria

New Roads Classroom Application Form

SPARK Classroom Application

SPARK Classroom Description/Eligibility Criteria

Transitions North Application

Concerns regarding IEPs or Accommodations

Do you have concerns about your child's learning?

- Google form accessed by selecting a link on the KPDSB website or by scanning this QR Code found on Special Education Brochures



Appendix B

Supports and Effective Instructional Strategies

Available for All Students

The following are available to all students. Students do not need an IEP for these supports:

- Extra time
- Prompts to return attention to task
- Repetition of instructions
- Text-to-voice (reads text to student)
- Headphones to listen to questions or to white noise or calming music
- Frequent check ins
- Use of a calculator
- Scaffolding
- Visual supports (timer, schedule, checklists, charts, social stories)
- Gradual release (modelled, shared, guided, independent)
- Assets based/Strength based approaches
- Graphic organizers
- Manipulatives, hands on materials
- Triangulation of observation, conversation, product
- The opportunity for students to provide oral responses for assessments
- Quiet setting
- Rephrasing for clarity
- Fidgets
- Proximity to instructor, preferential seating
- Ear defenders (noise cancelling headphones)
- Breaks
- Repeating information and instructions
- Chunking information, tasks and assignments
- Slowing rate of speech, wait time
- Multiple opportunities
- Reinforcement incentives
- Allowing choice as a demonstration of learning
- Rewording of instructions
- Classroom management strategies
- Written instructions along with oral instruction
- Time-management aids
- A line reader
- Zoom in and out capabilities (magnification)



Report to Board

Subject:

Purpose: **Decision** **Information** **Discussion**

Recommendation

Link to Strategic Plan

Background Information

Current Situation

Financial Implications: Yes No

If yes, please briefly describe the financial implications

Appendices (Executive Summary, Powerpoints, Additional Documents etc.)

TRUSTEE UPDATE



Inclusive Engagement

- Engagement Lead Brianna Reynolds and HREA Pam Agawa, have been working to complete the Engagement Action plan for the Board for implementation in the Fall. Key highlights include new and expanded Tier 1 strategies for addressing engagement in schools to improve attendance as well as new attendance protocols in school to better track attendance and stay connected with parents and students early. Senior Team was presented the plan May 6 and Administrators were presented highlights at the May 19 P/VP meeting.
- Hannah Beach traveled to the Region and presented to Specially Assigned Teachers (SAT), P(s)/VP(s) on the Fundamentals of Emotional Health and Reclaiming our students. She also hosted a parent engagement webinar on cell phone use and addiction

Optimizing Resources

- In continuing the implementation of the Facilities Restructuring plan, a new Data Management Officer has been hired and will begin work on July 2, custodial manuals are complete and ready for implementation, and space utilization audits and consolidations are occurring to maximize efficiencies, strengthen our capital priorities position, and address underutilized facilities.

Elevate Student Success

- The final P/VP in person meeting occurred May 19. Principals and Vice Principals continued their learning and sharing of their work in instructional leadership in both mathematics and literacy. Ps/VPs also heard from Hannah Beach
- Preliminary analysis of the data from the OSSLT First Time Eligible students has been calculated and we have seen a slight increase in the Board's pass rate of 2.5%
- Kindergarten Math Teams held a final session at the end of May. They have met multiple times and engaged in collaborative learning around improving mathematics instruction in the early years K-2.

OTHER UPDATES