



**The Board of Education of
School District No.5 (Southeast Kootenay)
MINUTES - STUDENT SERVICES MEETING**

**April 1, 2014, 11:00 a.m.
Board Office**

Committee Members
in Attendance: Co-Chair Trustee Besanger
Co-Chair Trustee Johns
Trustee Ayling

Regrets: Trustee Whalen

Board/District Staff in
Attendance: Trustee Bellina
Trustee Brown
Trustee Helgesen
Chairperson Lento
L. Hauptman, Superintendent of Schools
D. Verbeurgt, District Principal/Student Services
J. Tichauer, Director of Student Learning/Aboriginal Education
J. Paetz, Executive Assistant (Recorder)

1. COMMENCEMENT OF MEETING

1.1. Call to Order

The Student Services Committee meeting of April 1, 2014 was called to order at 10:55 a.m. by Co-Chair Besanger.

1.2. Approval of the Agenda

SS-2014-05

M/S that the agenda for the Student Services Meeting of April 1, 2014 be approved with the following addition:

3.2 Presentation by Janice Reid

CARRIED

1.3. Approval of the Minutes

SS-2014-06

M/S that the minutes of the Student Services meeting of February 24, 2014 be approved as circulated.

CARRIED

2. BUSINESS ARISING FROM PREVIOUS MINUTES

2.1. Website - Early, Middle and Late Intervention Services

Discussion included:

- website has been updated to show resources at all levels
- greater focus on resources in the early years (K-3) as research shows that support and resources at this level have the greatest benefit for students
- resources include literacy, as well as numeracy and social/emotional learning (whole child)
- services/resources are applied as soon as it is determined what a child needs

3. CORRESPONDENCE AND/OR NEW ITEMS

3.1. Caseload and Workload on Student Service Teachers

Discussion included:

- continue to review/resolve issues raised in the CFTA survey in 2012
- new 8 session training has been designed for new Student Service Teachers (Mr. Verbeurgt, Ms. Lindsay-Tadey, Miss Steele and Mrs. Anderson work together to help them understand the cultural and climate, what needs to be done and when, instructional support planning tools, planning EA schedules, supporting staff/parents, websites, IEP writing, etc.)
- feedback from teachers has been remarkable
- Could the survey be done again to see how we are improving the system? (Survey was conducted by the CFTA so we would have to check with them.)
- Trustees would like a report back to this committee (possibly a joint statement from CFTA and district) showing what issues from the CFTA survey have been resolved or continue to be worked on
- Trustee Brown is still hearing that some students do not attend school full days (These situations tend to be complex - a lot of work is done with these families. Students not attending full days are usually a cooperative agreement between parents and the school and are quite often a safety issue for the student and/or others.)
- roles and responsibilities of classroom teachers, Student Service Teachers and Education Assistants
- all Student Service teachers and Education Assistants have a copy of a document which outlines their roles/responsibilities (on website under Staff Resources (a link will be put on the Parent Resources site as well).
- an additional 25% will be added to LIF for next year (approx. \$800,000)
- Ministry Press Release regarding this additional funding does not mention teachers
- continue to work with teachers on an inclusion philosophy
- large responsibility to supervise and schedule Education Assistants (additional Education Assistants hired quite often requires additional time for Student Service Teacher)
- new IEPs are dated after September 30th (last year's carries over through the fall) to allow time students to settle and review
- trying to reduce unnecessary paperwork for Student Service Teachers
- hard to keep people in positions if FTE is not full time
- try to provide training opportunities to ensure they have the knowledge and skills required for the position
- satisfied people tend to stay in the job

- have completed exit interviews to learn about reasons for departure
- talk to our long term Student Service Teachers to see what the key things are that they really like about the job
- be proactive in the recruitment of existing classroom staff

3.2. Janice Reid Presentation

Janice Reid is doing a presentation on the RSA Day – Working collaboratively to improve education for students with an Autism Spectrum Disorder.

Trustee Johns requested she do a presentation to this committee at the April 28th meeting. This request first came up from Trustee Whalen about six weeks ago. (Ms. Reid only works with early year children up to six years of age.)

Superintendent suggested a presentation from our school and district staff about the services we provide (for school age students on the Autism Spectrum), would make sense. Trustee Besanger asked for this to be added to the May committee meeting.

5. ADJOURNMENT

The Student Services meeting was adjourned at 11:45 a.m.