



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

**September 24, 2018, 10:30 a.m.  
Board Office**

**Committee  
Members In  
Attendance:** Co-Chair Trustee McPhee (Chair)  
Co-Chair Trustee Johns  
Trustee Bellina (by phone)  
Trustee Ayling (out at 11:25)

**Regrets:**

**Board/District  
Staff in  
Attendance:** Chairperson Lento  
Trustee Brown  
Trustee Whalen  
Trustee Helgesen  
Trustee Blumhagen (in at 10:50)  
Lynn Hauptman, Superintendent

Diane Casault, Director of Student Learning/Innovation  
Jason Tichauer, Director of Student Learning/Aboriginal Education  
Brent Reimer, Director of Instruction – Human Resources  
Darcy Verbeurgt, District Principal of Student Services  
Jennifer Roberts, District Principal of Transformative Learning  
Jane Nixon, Executive Assistant (Recorder)

**1. COMMENCEMENT OF MEETING**

**1.1 Call to Order**

The Special Education Student Services meeting of September 24, 2018 was called to order at 10:45 am by Co-Chair Trustee McPhee.

**1.2 Approval of the Agenda**

M/S that the agenda for the Special Education Student Services Meeting of September 24, 2018 be amended to include 2.4 Compliance Audits.

**1.3 Approval of the Minutes**

M/S that the minutes of the Special Education Student Services meeting of May 28, 2018 be approved as circulated.

## **2. BUSINESS ARISING FROM PREVIOUS MINUTES**

### **2.1 Update on Supports**

Update on the support for students on the Autism Spectrum. Discussion included:

Diane Casault gave an update on the specialty posting (0.6) to provide service across the District. This was posted several times with no success.

Mrs. Casault also reviewed the decision to amalgamate two positions to create a 1.0 Continuing SLP position to follow through with the ASD support but also provide service in the Elk Valley. Currently reviewing applicants for this position. In the meantime, Autism Spectrum students are also working with Behaviour Interventionist, Megan Stasiuk

Will update the Committee at the next meeting with supports and services in place.

Darcy Verbeurgt will also supply information at the next meeting on the supports available to children on the Autism Spectrum within the district.

### **2.2 Recommendation A**

Presentation of the District Management Review of the SD5 IEP Planning Cycle.

Discussion included:

Darcy Verbeurgt reviewed the practices in place for the development and renewal of the Individual Education Plans. This cycle was shown in a graphic flow chart and with an overlay of the three school seasons demonstrating the time of year the plans are adjusted and monitored.

There has been one working session (September 12) with Student Services Teachers and District Itinerants

Continuously reviewing Educational Assistants' support schedules to meet the needs of the students and classroom teachers

IEP writing is October. Student Services Teacher, Classroom Teacher, Educational Assistant and Principal discuss the plan. The IEP is reviewed in the Spring. The IEP at the end of school year in June continues to be used as a bridging document from previous school/teacher to the new school or classroom teacher. Adjustments are made to the Plan as needed.

Trustee McPhee queried the informed practice of the IEP process in particular where we are engaging parents and students in the process. Is the new Simplified IEP process achieving what it needs to?

Trustee McPhee further questioned the visual process of the “Year at a Glance” – as provided by Mr. Verbeurgt.

Mr. Verbeurgt explained that parents are invited to be a part of the planning process and student voice is always encouraged as soon as a child is able to articulate. Questions such as “What do I want my teacher to know?”, “What motivates me?”, “What are my strengths?” “What are my stretches?” are all important parts of having student voice in the IEP Writing process, as the child needs to buy into the plan.

Trustee Johns suggested that we not lose sight of Student Services Teacher workload as retention of Student Services Teachers appears to be difficult in the District. Mr. Verbeurgt replied that there was \$45,000 extra in IEP Consultation funding for the upcoming school year as requested by the School Board of Trustees.

Superintendent Hauptman responded that we are providing services to the utmost of our ability while continuing to expand services. Superintendent Hauptman also explained the open dialogue required with parents to weigh what the education system is able to do. There is also a great need to expand and continue to source community services.

Trustee Johns requested a simplified flow chart to help explain how parents can advocate for their children.

Chairperson Lento requested a visual chart of the specific monthly cycle (what happens each month of the school year) for the IEP Process.

Trustee Ayling suggested she would write a letter to advocate for more support and explaining why the funding system for Special Education needs to be changed.

## **2.3 Update on GAUGE**

Update on the GAUGE Program Referrals and Process

Discussion included:

Location of GAUGE program is in repurposed computer lab at Steeples Elementary. The computer lab has been replaced with a laptop cart and 13 desktop computers have been left for the GAUGE program (as reported by Jennifer Roberts).

Behaviour Interventionist, Megan Stasiuk is based out of Steeples Elementary School.

All elementary school principals and counsellors have been queried and there currently are no students meeting the criteria for GAUGE. All elementary school principals are aware that the GAUGE Program is available to students meeting the criteria.

GAUGE criteria was reviewed – Category H, Grade 4-6. Must have approval of parents and school before a child can be placed in the all day program.

There is a possibility of needing look at a different format for the GAUGE program such as a six-week intensive program or an afternoon program. Important to discuss what a pilot program would look like and if age adjustments need to be made.

Trustee Blumhagen questioned what happens after a student finishes in GAUGE. Mr. Verbeurgt explained the goal was to integrate children back into the classroom.

## **2.4 Compliance Audits**

Ann Dumas will be meeting on September 26 with an Administrator and Student Services Teacher from each school, as well as with all Counsellors to review all Category files with a focus on students with behavior and mental illness challenges.

The goal of this session is to help the District prepare for an audit and to ensure our files are complete with all the evidence needed.

A report on this session will be given at the October 29 Committee Meeting.

## **3. CORRESPONDENCE AND/OR NEW ITEMS**

### **3.1 New Item**

Category H Students - Request more information on Category H students at the next Committee Meeting.

## **4. INFORMATION ITEMS**

## **5. ADJOURNMENT**

The meeting was adjourned at 11:55 am.