

Ministry of Education
Special Education Strategic
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Ministère de l'Éducation
Direction de la planification
stratégique pour l'éducation
de l'enfance en difficulté
4^e étage, 900, rue Bay
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MEMORANDUM TO: Directors of Education
Supervisory Officers and
Secretary-Treasurers of School Authorities
Principals of Section 68 School Authorities
Director of Provincial and Demonstration Schools
Superintendent of Centre Jules-Léger

FROM: Barry Finlay, Director
Special Education Strategic Planning Branch

Jan McGraw, Team Leader
London Regional Office

DATE: May 24, 2007

SUBJECT: **School Board Team Training – Implementation of the
Policy and Program Memorandum on Applied
Behaviour Analysis**

On May 18, 2007, you received a Policy and Program Memorandum (PPM) entitled **Incorporating Methods of Applied Behaviour Analysis (ABA) into Programs for Students with Autism Spectrum Disorders (ASD)** along with copies of *Making a Difference: From Evidence to Action*, the report of the Ministers' Autism Spectrum Disorders Reference Group. As you are aware, the government is committed to ensuring successful outcomes for all students, including students with ASD. George Zegarac, Assistant Deputy Minister, in his memorandum to Directors of Education from May 23, 2007, has identified the need to provide supports to school boards to effectively implement the PPM on ABA as one of the divisional priorities for 2007-2008.

School boards have developed successful practices in providing special education programs and services to an increased number of students with ASD. The Ministry of Education recognizes that these successful practices should be shared across the sector and that school boards need additional supports to successfully implement the PPM on ABA.

The Ministry of Education is pleased to invite a team from your school board to one of seven regional sessions regarding implementation of the PPM. The one-day training will be provided by Ministry staff in partnership with Geneva Centre for Autism.

The purpose of this training is to demonstrate how ABA methods can potentially benefit all students, especially students with ASD, as well as to provide practical support on how to implement the PPM at the school board level. School board teams will be provided with an opportunity to develop their own preliminary plans on implementation of the PPM and discuss them with their colleagues from other school boards in their region, Ministry and Geneva Centre for Autism staff.

Additional training opportunities will be offered over the summer and in the fall. Over the summer, school team training will be provided for up to 1,400 principals, teachers' assistants, teachers and other staff directly working with students with ASD. In addition, the government has provided a grant of \$2.75 million to Geneva Centre for Autism. The Centre has committed to use this investment to provide further team training on ABA approaches with school staff in the fall.

The **London Regional session** will take place as follows:

Place: Best Western Lamplighter Inn and Conference Centre

591 Wellington Road

London N6C 4R3

519 681-7151 or call Toll Free 1.888.232.6747. info@lamplighterinn.ca

Date: Wednesday, June 6th, 2007

Time: 8:30 am – 4:00 pm

A continental breakfast, lunch and refreshments will be provided.

Who should attend

Each district school board is requested to send a team of 6-8 representatives. The Director of the Provincial and Demonstration Schools may select one representative from each site within the region. Each school authority may send one representative. School boards will determine the composition of the team they select to participate in this training.

School boards are encouraged to consider representation from the following groups as part of their school board teams: supervisory officers, principals, teachers, teachers' assistants, Special Education Advisory Council representatives for autism, support personnel and School Support Program – Autism Spectrum Disorder consultants.

Session agenda

The session will include:

- a review of the PPM on ABA and Ministry perspective and expectations;
- a Q&A session on content of the PPM with Ministry staff;
- an interactive dialogue on ABA theory and description, including a general overview on how to adjust ABA to meet the needs of students;
- an opportunity for school board teams to review their own processes and practices and to develop a preliminary plan for implementation of the PPM on ABA; and
- an opportunity for school boards to share their implementation plans with other school boards in their region.

Reimbursement Guideline

The Ministry will reimburse approved expenses for school board teams as per the attached Reimbursement Guideline.

We look forward to your participation at these training sessions. If you have any questions concerning this training, please contact Vicki Corcoran (ext 222) or Janet Penner (ext 250) at the London Regional Office at (519) 667- 1440 or by email at vicki.corcoran@ontario.ca or janet.penner@ontario.ca

Sincerely,



Barry Finlay

Original signed by

Jan McGraw

Attachments