

# SD 43 Coquitlam

## *Education Assistant Study - 2016*

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## Considerations for the Results of the Study

- Strength Based Approach
  - Start from a place of what you are doing well
- The recommendations and considerations of this study will be reviewed and implemented based on their direct applicability to SD43 and our existing services and practices.
  - Time to process and prioritize
- BCPSEA Educational Assistants Committee
  - Two documents on best practice will be published and circulated on the topics of Deployment of EA's and the standardization of EA hours



## Purpose of the Study

To gather comparative data on service levels from other metro districts and to reflect on current practice with a view to establish future directions by comparing service levels and from seeking input from staff and other stakeholders regarding strengths, needs and future directions



## Process

- Quantitative Data – collecting and comparing data from five metro school districts
- Qualitative Data – gathering feedback data from other metro districts, staff and parents through a focus group or interview process
- Advisory committee



# Report Summary

- Throughout the report there are quotes that were generated during the feedback process
- The report is organized into themes that emerged from the feedback
- The report also highlights the “deliverables” that were discussed at the outset of the report and feedback and findings are summarized for each deliverable
- The report includes a series of recommendations but also includes several considerations that were outside the initial mandate of the report but came up consistently in the feedback that was generated during the study



# Recommendations

## **Direction 1 - Allocation**

### **Overall Direction:**

Utilize a process for EA allocation that is needs based. It should have elements as outlined below.

### **Direction 1.1**

The number of students driving the allocation should be the projected number for the coming year.

### **Direction 1.2**

Implement a data driven planning tool to ensure the effectiveness and efficiency of the allocation process.

### **Direction 1.3**

Ensure that communication procedures at the district and school level provide for transparency regarding the allocation process.

### **Direction 1.4**

Establish a reserve/holdback/buffer sufficient to accommodate needs in schools as they arise during the year. This can best be accomplished by determining the monies spent historically over the past three years for newly arrived students who require EA support. This amount, based on that average, would form the basis for subsequent budgets as a holdback or buffer.



## Recommendations (cont.)

### **Direction 2: Deployment**

#### **Overall Direction**

Establish an administrative position at the district level in Learning Services, reporting to the Director. This position would have as part of his/her responsibilities, the provision of hands on direction to the allocation and deployment of EAs.

#### **Direction 2.1**

Deployment at the school level should be an administrative task based on a collaborative approach to decision making.

It may be necessary to clarify issues around supervision and direction.

### **Direction 3: Role and Function**

#### **Overall Direction**

Clarify the role of various staff members – administrators, teachers, skill development teachers and educational assistants in terms of responsibility in the area of program support for students with special needs

#### **Direction 3.1**

Establish guidelines for effective communication within the team and for communication with parents.



## Recommendations (cont.)

### **Direction 4: Staff – Collaboration, Team Building and In-Service**

#### **Overall Direction**

Collaboration/planning time should be scheduled and timetabled in each school

#### **Direction 4.1**

Continue to provide professional development/in-service in the area of special education to teams from a school that would include the educational assistant

### **Direction 5: Availability and Training of EAs**

#### **Overall Direction**

Develop and implement a certificate program for educational assistants through Continuing Education



## Recommendations (cont.)

### **Direction 6: Slippage**

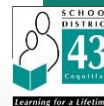
#### **Overall Direction**

Slippage should be considered monies already designated for special education support to vulnerable students. On a regular basis, slippage should be calculated, in order that planning for its use within special education can occur.

### **Direction 7: Follow-up and Implementation**

#### **Overall Direction**

A district committee should be charged with the task of prioritizing the directions and considerations in the Inquiry and developing an action plan for implementation



## Considerations

### **Consideration 1: Pilot Project for Hiring a Permanent Pool of Casual EAs**

#### **Overall consideration**

On a pilot basis consider establishing a permanent pool of casual EAs to ensure a permanent and consistent supply of EAs

### **Consideration 2: IEP Writing and Reporting**

#### **Overall Consideration**

Consider developing guidelines for both IEP format and the process for developing an IEP based on collaboration and consultation.

#### **Consideration 2.1**

As a part of the guidelines for IEP development, consider having the IEP reviews coincide with reporting periods, that is, three times a year.



## Considerations (cont.)

### **Consideration 3: Training Package for Skill Development Teachers**

#### **Overall consideration**

Develop a hands on type of skills training necessary for the skill development teacher to successfully fill the position

### **Consideration 4: EA Facilitators and Zone Coordinators**

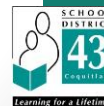
#### **Overall Consideration**

Establish a structural relationship between EA Facilitators and Zone Coordinators

### **Consideration 5: Website, Newsletter and Brochures**

#### **Overall Consideration**

Consider establishing a website, developing a newsletter and brochures to promote knowledge of services available and that would also recognize and celebrate best practices



## Considerations (cont.)

### **Consideration 6: A New Logo and Mission for Learning Services Reflecting Collaboration, Consultation, Cooperation**

#### **Overall Consideration**

Develop a new logo and mission for student services reflecting the three C's – collaboration, consultation and cooperation

### **Consideration 7: CAST's Role in Supporting Staff Working with Students Who Have ASD**

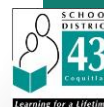
#### **Overall Consideration**

Define and clarify the role that CAST plays within the school team which includes administrators, teachers, EAs and parents and ensure this is broadly disseminated

### **Consideration 8: Services and Programs for Students Requiring Intensive Behavioural Supports**

#### **Overall consideration**

Develop a consistent and effective approach to behavioral intervention and supports with a common philosophy followed by all schools in the District.



# Thank You



## Questions?

