GLOSSARY

**Accommodations** – adjustment to physical skill-based specific student learning outcomes or substitution of other student learning outcomes in order to make them achievable by students with identified physical limitations, including sensory impairments

**Adaptation** – the act of making changes in the teaching process, materials or student products to help students achieve the expected learning outcomes

**Assessment** – the systematic process of gathering information about what a student knows, is able to do and is learning to do

**Behaviour Intervention Plan (BIP)** – a written document developed and implemented by a team, outlining a plan to address the individual needs of a student based on a respectful understanding of the child’s behaviour. The plan typically addresses behavioural issues including programming needs, interventions, program supports and outcomes. The inclusion of personal/emotional needs and proactive strategies are critically important

**Clinician** – is a person who is certified as a school clinician under the *Teaching Certificates and Qualifications Regulation*, Manitoba Regulation 515/88 and who provides support for special education services to school personnel, parents and pupils

**Co-ordinator** (see Student Services Administrator)

**Counselling and Guidance Services Support** – support for activities that involve
- counselling of pupils and parents
- counselling with other staff members on learning problems
- evaluating abilities of pupils
- assisting pupils in personal, career and social development
- providing referral assistance
- working with other staff members in planning and conducting guidance programs for pupils

**Differentiated Instruction** – instruction that acknowledges and responds to the diversity among learners. It refers to the wide range of instructional strategies, techniques and approaches used to support student learning and to help each student achieve high expectations and realize his or her potential

**Expulsion** – when a student is removed from school for a term of more than six weeks, or permanently, at the discretion of the school board. Expulsions are authorized by school boards only and the student may not attend any school operated by the school division until the school board removes the expulsion

**Freedom of Information and Protection of Privacy Act (FIPPA)** – this Act contains provisions on the right of access to records, including records of personal information, in the custody or under the control of public bodies and sets out rules which must be followed by public bodies about the collection, use, protection, retention and disclosure of personal information. As of April 3, 2000, all school divisions and districts are considered public bodies under this Act
**Impaired mobility** – means a student has a severe mobility problem requiring the use of special equipment such as a wheelchair or walker and requires the use of a lift to elevate him or her onto a school bus

**Inclusion** – an attitude or belief system, not a set of actions. It is a way of life, a way of living together, based upon the belief that each individual is valued and does belong

**Inclusive education** – means that all students are provided the supports and opportunities they need to become participating students and members of their school community

**Individual Education Plan (IEP)** – a commonly used term referring to a written document developed and implemented by a team, outlining a plan to address the individual learning needs of students

**Legal guardian** – a person appointed or recognized as guardian of a child under *The Child and Family Services Act* or *The Court of Queen’s Bench Surrogate Practice Act*

**Level I Support** – fiscal support given to school divisions/districts to provide resource teachers, special class teachers, teachers of gifted pupils and teacher aides

**Level II Support** – fiscal support provided for a student who is severely multi-handicapped, severely psychotic, severely autistic, deaf or hard of hearing, severely visually impaired or very severely emotionally or behaviourally disordered

**Level III support** – fiscal support provided for a student who is profoundly multi-handicapped, profoundly deaf, or profoundly emotionally or behaviourally disordered or blind

**Mainstreaming** – the selective placement of special education students in one or more regular education classes

**Modification** – altering of the number, essence and content of the curricular outcomes the student is expected to meet in the provincial curriculum

**Personal Health Information Act (PHIA)** – this Act contains provisions on the right of access by an individual to his or her own personal health information held by a trustee. It sets out rules which must be followed by trustees about the collection, use, protection, retention and disclosure of personal health information. School divisions and districts have been trustees, within the definition of a public body, under this Act since December 11, 1997

**Pupil File** – includes the entire collection or repository of information and documentation compiled or obtained by the staff of a school or school division or district about the education of the student. It is stored in written, photographic, electronic or any other form, and held in a school, school board office or any other location under the jurisdiction of the school board

**Resource Teacher** – a teacher employed by a school division to diagnose individual educational problems, prescribe special remedial measures for use by teaching staff, give direct assistance to pupils in need of special help and provide consulting services to school personnel and parents
Special Class Teacher – a teacher employed by a school division to teach children who require special education services

Special Education Services – provision of curriculum, instruction and related services specifically designed to meet the needs of students who are physically or mentally handicapped, have learning disabilities, have behavioural or emotional disorders or are gifted and talented

Specially equipped school bus – a vehicle used for transporting pupils in wheelchairs:
- a school bus equipped with wheelchair retaining devices in accordance with the School Buses Regulation, Manitoba Regulation 465/88R
- a vehicle that meets CSA-D409 standard or a modified version of CSA-D409 standard as approved by the Taxicab Board
- a van operated under the authority of the Taxicab Board equipped with a lift or a ramp and a 4-point wheelchair tie-down structure

Student Services Administrator – an individual with special education certification who co-ordinates special education services, provides consultation to special education, resource and regular classroom teachers.

Supervising Clinician – a clinician approved by the minister to make recommendations for permanent clinician certification (Manitoba Regulation 515/88)

Suspension – authorization by the school board to suspend for a period of not more than six weeks a student who engages in conduct the superintendent considers injurious to the school’s welfare

Teacher Aide – a paraprofessional who assists in providing special education services, subject to the restrictions set out in the Persons Having Care and Charge of Pupils Regulation, Manitoba Regulation 464/88 R

Teacher of Gifted Pupils – a qualified teacher employed by a school division to teach gifted pupils

Young Offenders Act (Canada) (YOA) – this Act sets out rules governing access to, and disclosure, retention and destruction of records on young offenders where those records are held by the courts, police, Manitoba government departments, social agencies and schools. Young offender records must be handled in accordance with the YOA, even if they are part of a pupil file or of some other file or record. Manitoba statutes such as the PSA, The Education Administration Act, FIPPA and PHIA do not apply to young offender records.