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**SEAC MEETING**  
(Special Education Advisory Committee)

Wednesday, September 19, 2007  
11:45 a.m.  
Catholic Education Centre

**MINUTES**

**PRESENT:** Joel McCartney, Cochrane Temiskaming Resource Centre  
Dolores Butterworth, Parent Representative  
Nancy Cole, Parent Representative  
Marc Leroux, Parent Representative  
Colleen Landers, NCDSB Chair  
Fred Salvador, NCDSB Trustee  
Denis Lincez, NCDSB Trustee  
Tricia Stefanic Weltz, Supervisor - Student Services  
Dan Loreto, Special Assignment Teacher - Student Services  
Judy Piché, Administrative Assistant / Recorder

**EXCUSED:** Kay Gaffney, Child & Family Services of Timmins / Chair  
William (Bill) Russell, Poverty Action Coalition  
Karen Rowe, Superintendent of Education

**1. Opening Prayer**

Tricia Stefanic Weltz informed the members that Kay Gaffney was unable to attend this meeting due to illness. In her absence, Tricia welcomed everyone and led the group in a prayer with special intentions to Kay Gaffney.

**2. Approval of Agenda**

Add: 14.1 Amendments to the Special Education Board Plan  
14.2 ISNC Funding  
14.3 Acronyms

MOVED BY: C. Landers  
SECONDED BY: F. Salvador

THAT the agenda be approved as amended.  
CARRIED.

### 3. Approval of Minutes

MOVED BY: C. Landers  
SECONDED BY: N. Cole

THAT the minutes of the SEAC meeting held May 16, 2007 be approved as presented.  
CARRIED.

### 4. Introduction of Members

The members introduced themselves.

### 5. Roles and Responsibilities of SEAC

**Legislation:** Tricia Stefanic Weltz distributed a copy of a document taken from the SEAC Learning website <http://seac-learning.ca> which provides a series of units designed to help the members become more familiar of the overview of SEAC. At the October meeting, Tricia will discuss in detail the roles and responsibilities of SEAC. An election for the Chair and Vice-Chair will also be held at the next meeting.

**Membership:** Tricia will personally contact the following local organizations to seek out names of representatives interested in becoming members of SEAC.

- ▶ Deaf/Hard of Hearing: Amy Fleury
- ▶ CCAC: Carla Dolanjski or Marg Simmons
- ▶ ISNC: Marie Rouleau
- ▶ DSSAB: Bev Novack or Donna Chorney
- ▶ CNIB: Nancy Cole?
- ▶ Autism Spectrum Disorder Representative
- ▶ Aboriginal Community: Neil Iserhoff
- ▶ Community Living - Childrens Services: Val Toner
- ▶ CMHA: Mark Lionello
- ▶ Trillium (Timmins Transition): Helen Trahan
- ▶ Porcupine Health Unit/Medical Community

**Meetings Schedule 2007-2008:** The Meetings Schedule of the 2007-2008 school year provided was accepted by the members.

### 6. Goals for Student Services 2007-2008

Tricia Stefanic Weltz shared with the members the goals and objectives of the Student Services Department for the 2007-2008 school year. A handout was distributed.

### 7. Resource Teachers

Special Education Resource Teachers are now identified as Resource Teachers. SEAC members are encouraged to support the language in the community.

**8. CODE Project Proposal**

Tricia Stefanic Weltz informed the members that the CODE proposal has been accepted by the Ministry. Funds have been cut significantly but the project will take place in the Board's ten schools that provide instruction to JK to Grade 3 students. Teachers and principals will be released once a month to engage in discussion of their children's needs. A Binder of Assessment Tools (BAT) has been created to help assess the needs of specific children. This diagnostic tool will be replicated for the implementation in our junior, intermediate and secondary schools.

**9. OPA Update**

An allocation of \$85,000 was given to the Board to reduce wait time for professional services. The project was announced in June 2006 and will run until August 2008. Classroom teachers are conducting diagnostic assessments on all of their children and building a portfolio of evidence to support their needs.

**10. ASD Training and Action Plan**

Training sessions on Autism Spectrum Disorders (ASD) were provided to principals on August 16<sup>th</sup> and to other staff on August 20<sup>th</sup> to 23<sup>rd</sup>. The purpose was to provide information on incorporating methods of applied behaviour analysis into programs for students with Autism Spectrum Disorders and to implement the PPM 140. Board staff will work collaboratively with SEAC to provide the template of the action plan. Geneviève Lemieux of Child and Family Services of Timmins and District will join us at a future SEAC meeting to provide us with an understanding of the board-wide implementation of the Intensive Behaviour Intervention (IBI).

**11. Upcoming Events**

Upcoming events include the Board's Curriculum Team visits to all schools to share the Board's vision and mission and the start of IEP meetings.

**12. Agency Reports - Nil**

**13. Date of Next Meeting**

The next meeting will be held on **Wednesday, October 17, 2007 at 11:45 a.m.** Please call Judy at (705) 268-7443 extension 3210 to confirm your attendance. All correspondence will now be sent electronically.

**14. Other Business**

**14.1 Amendments to the Special Education Board Plan:** The amendments to the Special Education Board Plan was submitted to the Ministry in August. The format of the Plan is being changed this year with new guidelines and minor revisions.

**14.2 ISNC Funding:** Dolores Butterworth enquired about changes to the ISNC funding and their way of meeting services. Tricia Stefanic Weltz will look into it and report back at the next meeting.

**14.3 Acronyms:** A description of acronyms used by the Board will be shared at the next meeting.

**15. Adjournment**

MOVED BY: T. Stefanic Weltz

THAT the meeting be adjourned at 12:40 p.m.  
CARRIED.