



# Northeastern Catholic District School Board

*"Living our Catholic Faith to shape success for all our learners"*

## **SEAC Meeting** **(Special Education Advisory Committee)**

**Wednesday, March 19, 2014**

**11:45 a.m.**

**Catholic Education Centre**

### **MINUTES**

**PRESENT:** Kay Gaffney, North Eastern Ontario Family and Children's Services / Chair  
Kim Bordignon, Children's Treatment Centre  
Beth Nowak, Cochrane District Social Services Administration Board  
Pamela Stager, Cochrane Temiskaming Resource Centre / Alternate  
William (Bill) Russell, The Lord's Kitchen  
Billie Richer, VOICE for Hearing Impaired  
Elizabeth King, NCDSB Trustee  
Fred Salvador, NCDSB Vice-Chair  
Dan Loreto, Special Assignment Teacher  
Tricia Stefanic Weltz, Superintendent of Education  
Judy Piché, Administrative Assistant / Recorder

**EXCUSED:** Mark Lionello, Canadian Mental Health Association  
Tammie Molenaar, Community Living Timmins  
Natalie Parnell, Timmins Family Counselling Centre

#### **1. Welcome and Prayer**

Kay Gaffney welcomed everyone and led the group in prayer.

#### **2. Approval of Agenda**

MOVED BY: B. Nowak

SECONDED BY: F. Salvador

THAT the agenda be approved as presented.

CARRIED.

**3. Approval of Minutes**

MOVED BY: B. Richer  
SECONDED BY: F. Salvador

THAT the minutes of February 19, 2014 be approved as presented.  
CARRIED.

**4. Summer Literacy Camp**

NCDSB will be running a summer literacy camp through special funding received from the Council of Ontario Directors of Education (CODE). The program is designed for students from JK to Grade 3 who are not at grade level at reading or who may benefit from additional support during the summer months. The funding, in the amount of \$15,000, will help offset salary costs of this very interactive hands-on camp which will be held at St. Paul School. Communication with parents will be sent in a week or two. Last year's 15-day program was very successful. With shared funding through the *Tutors in the Classroom*, we were able to get returning post-secondary students to help with the program as well. Though it is agreed that the opportunity may be served well in other regions of our district school board, the funding provisions are very strict and do not allow for costs associated with student travel to/from the camp.

**5. Mental Health Update**

A Mental Health Steering Committee, comprised of educational assistants, child and youth workers, teachers, principals, and senior administration, was put together. The members are looking at the board plan and detailing things to do to promote mental health and ensure preventative programs are in place relating to student mental health. They are also working on a website link accessible to the public.

**6. Standardized Referral Process**

A standardized referral process for all service referrals has been initiated. The objective is to have one form for all referrals which will be implemented September 1, 2014. The principals will be trained in August; then they will train their staff. The change will be detailed in the Special Education Plan.

**7. Professional Activity Day Overview**

At the Professional Activity of March 7<sup>th</sup>, educational assistants and early childhood educators participated in a learning session with special assignment teachers on effective strategies to support students with learning and developmental disabilities. The teachers reviewed the Social Studies Curriculum. The EAs had the afternoon to collaborate with colleagues, while ECEs worked with their teacher partners or ECE colleagues.

**8. Good News**

Through the Individual Education Plan (IEP) audit process, principals and resource teachers reviewed current student IEPs against the provisions of the 2004 IEP Guide. Goals and performance tasks were modified and progress will be shared with the principals in May. Kim Bordignon mentioned that when she was at St. Paul School one day, students were excited about their reading level; where they started and where they are now.

**9. PPM 156 – Supporting Transitions for Students with Special Education Needs**

New requirements for transition plans for students with special education needs from Kindergarten to Grade 12 are in place for schools and school boards. The school principal is responsible for ensuring that student transition plans are developed by teachers, implemented, and maintained. For students who have an IEP, the transition plan must be reviewed as part of the review of the IEP. The requirements take effect in September 2014. Resource teachers will meet on April 1<sup>st</sup> to examine the current content and the new requirements and familiarize themselves with a new template created to ensure seamless compliance with the PPM in time for the June report card. This will ensure that our board is fully compliant in advance of the September 2014 implementation date.

**10. Agency Reports**

The Lord's Kitchen served 422 meals during the March Break for 215 people. Bill Russell reported that the number of kids coming alone have stopped. He believes that this is due to the schools' breakfast program. The agency is recruiting an aboriginal representative. The Annual General Meeting will be held on April 27<sup>th</sup>.

Cochrane District Social Services Administration Board is working on the development of a full-day licensed child care program at St. Paul School for children 18 months to 5 years of age with a before and after school component for school age children. The agency is working on design drawings and renovations over the summer will follow as the tentative start date is September 2014.

**11. Date of Next Meeting**

The next meeting will be held on Wednesday, April 23, 2014 at 11:45 a.m. at the Catholic Education Centre or via video conference.

**12. Other Business**

12.1 A letter from Rainbow District School Board was shared with the members.

**13. Adjournment**

MOVED BY: P. Stager  
THAT the meeting be adjourned at 12:25 p.m.  
CARRIED.