



SEAC MEETING

(Special Education Advisory Committee)

Wednesday, September 18, 2013

11:45 a.m.

Catholic Education Centre

MINUTES

PRESENT: Kay Gaffney, North Eastern Ontario Family and Children's Services / Chair
Mark Lionello, Canadian Mental Health Association
Tammie Molenaar, Community Living Timmins
William (Bill) Russell, The Lord's Kitchen
Elizabeth King, NCDSB Trustee
Colleen Landers, NCDSB Trustee
Dan Loreto, Special Assignment Teacher
Tricia Stefanic Weltz, Superintendent of Education
Judy Piché, Administrative Assistant / Recorder

EXCUSED: Joel McCartney, Cochrane Temiskaming Resource Centre / Vice-Chair
Kim Bordignon, Children's Treatment Centre

1. **Welcome and Prayer**

Tricia Stefanic Weltz welcomed everyone and led the group in prayer.

2. **Approval of Agenda**

MOVED BY: C. Landers

SECONDED BY: M. Lionello

THAT the agenda be approved as amended.

CARRIED.

3. **Approval of Minutes**

MOVED BY: K. Gaffney
SECONDED BY: B. Russell

THAT the minutes of the SEAC meeting held on May 15, 2013 be approved as presented.
CARRIED.

4. **Schedule of Meetings 2013-2014**

The schedule of meetings was shared with the members. Due to a scheduling conflict, the October meeting was moved to October 23rd. The schedule will be posted on our website.

5. **Elections – Chair and Vice-Chair**

ELECTION OF CHAIR

Tricia Stefanic Weltz opened the nomination process.

1st Call for Nominations

Elizabeth King nominated Kay Gaffney as Chair of SEAC. Bill Russell seconded the nomination.

2nd Call for Nominations – Nil

3rd Call for Nominations – Nil

Tricia Stefanic Weltz declared the nominations closed and declared Kay Gaffney, Chair of SEAC for the 2013-2014 school year.

Motion

MOVED BY: E. King
SECONDED BY: M. Lionello

BE IT RESOLVED THAT the members of Northeastern Catholic District School Board's Special Education Advisory Committee (SEAC) appoint Kay Gaffney as Chair of SEAC for the 2013-2014 school year.

CARRIED.

ELECTION OF VICE-CHAIR

Tricia Stefanic Weltz opened the nomination process.

1st Call for Nominations

Kay Gaffney nominated Joel McCartney as Vice-Chair of SEAC. Colleen Landers seconded the nomination.

2nd Call for Nominations – Nil

3rd Call for Nominations – Nil

Tricia Stefanic Weltz declared the nominations closed and declared Joel McCartney, Vice-Chair of SEAC for the 2013-2014 school year.

Motion

MOVED BY: B. Russell

SECONDED BY: M. Lionello

BE IT RESOLVED THAT the members of Northeastern Catholic District School Board's Special Education Advisory Committee (SEAC) appoint Joel McCartney as Vice-Chair of SEAC for the 2013-2014 school year.

CARRIED.

6. **School Year Calendar**

The 2013-2014 school year calendar was presented to the members. A brief discussion ensued relating to the mandated PA Days, the general themes of the days, and some of the related issues in planning due to the imposition of paid/unpaid PA Days.

7. **Student Services Staffing 2013-2014**

The members received an overview of the 2013-2014 student services staffing.

8. **Special Education Plan and System Priorities**

We are currently reviewing different information through EQAO and the parent survey conducted last school year. The information gathered will ensure that system priorities are blended into the NCDSB Special Education Plan. It is our intention to refer to the Plan on a monthly basis to ensure that the members are fully aware of actions put into the Plan and to show success of student achievement in each area.

9. **SEAC Learning Website**

The members were encouraged to visit the SEAC Learning website at <http://seac-learning.ca>.

10. **Special Education Funding**

NCDSB was successful in receiving a Special Incidence Portion (SIP) allocation of \$96,613, which includes \$37,928 for new claims and \$58,685 for renewals. Tricia Stefanic Weltz thanked Dan for his work on the 2012-2013 claim process.

We are currently revising procedures for the accountability related to Special Equipment Amount (SEA). A communication strategy between the Education Department and Information Technology will be created to ensure greater accountability.

Tricia Stefanic Weltz shared that a new program has been initiated at English Catholic Central School in New Liskeard to respond to the needs of students with multiple complex needs. Students are learning basic daily skills, such as creating a grocery list, taking the bus to the grocery store, learning how to pay for the groceries, maintaining the budget, and preparing the food.

11. **Professional Learning Planner – Educational Assistants**

Dan Loreto is developing an annual planner to better engage educational assistants. A brief overview of the themes was shared. The themes for learning will be addressed at upcoming professional activity days.

12. **Mental Health Leaders**

Judy Mord will be joining the board as a Mental Health Leader, on a secondment agreement with NEOFACS, effective September 23, 2013. She will present the work undertaken at a future meeting.

13. **Parent Engagement Survey**

The parent engagement survey that was created by Catherine Hoven last school year was sent out to the parents in June. She collated the information provided through graphs and charts and results showed that parents are poorly informed regarding the types of services their children are receiving at school. A communication strategy will be developed to better inform parents and to get them more engaged in their children's transition plan.

14. **Agency Reports**

The Purple Ribbon Campaign will begin on October 8th with a presentation on the promotion of safety of children by Christie Vukovich at 9 a.m. The members were encouraged to attend.

Canadian Mental Health Association is presently in the process of taking over the bulk of mental health patients at the hospital. More changes coming as the Ministry of Health is looking at additional integration.

Amanda Wessman of Community Living is on maternity leave and is replaced once again by Tammie Molenaar.

The Lord's Kitchen was closed for a month for summer vacation. 155 meals were served two weeks ago. An air conditioner has been installed in the building. Xstrata Copper donated some money to help offset the cost of a chair lift. A 6-week cooking course will be offered effective October 1st, in collaboration with the Costello Community Care Centre.

15. **Date of Next Meeting**

The next meeting will take place on Wednesday, October 23, 2013 at 11:45 a.m. at the Catholic Education Centre or via video conference.

16. **Other Business**

- 16.1 Discussion took place relating to letters sent to us by district school boards.
- 16.2 A letter sent to SEAC Chairs written by the Minister of Education was shared.
- 16.3 A list of identifications by school was distributed.

17. Adjournment

MOVED BY: C. Landers

That the meeting be adjourned at 12:55 p.m.
CARRIED.