



SEAC Committee Meeting Minutes

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| Date & Time: | Wednesday, May 25, 2016 6:30 pm |
| Location: | Boardroom, C.E.C. |
| Next Meeting: | Wednesday, June 1, 2016 |
| Committee Members: Jeanne Gravelle, Irene Holdbrook, Wendy Price, Rhonda Ruetz, Caitlin Barton, Shana Mcturk, Kim Murphy, Zina Bartolotta, John Gilbert, Amy Fee (joined by conference call) | |
| Administrative Officials: Sherry Peeples, Laura Shoemaker | |
| Regrets: Shana Mcturk, Sherry Peeples, Irene Holdbrook, John Gilbert | |

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| <ul style="list-style-type: none"> • Opening Prayer Welcome Intentions were said for a child who passed away suddenly. Laura opened the meeting with a prayer. | Laura Shoemaker |
| <ul style="list-style-type: none"> • Approval of Agenda Motion by: Caitlin Barton Seconded: Rhonda Ruetz | |
| 3. Declared Pecuniary Interest | None |
| 4. Approval of the Minutes May 4, 2016 Minutes Motion by: Wendy Price Seconded: Caitlin Barton | |
| 5. School System Operational Business 5.1 Special Education Budget Update Raf walked through the updated Special Education Budget update for 2016-2017 for SEAC members: <ul style="list-style-type: none"> • PowerPoint budget overview • Budget is balance • Equitable Municipal funding for all school boards in Ontario • Enrolment trends are closely watched | R. Wyszynski |



A motion to recommend to the Board of Trustees that 2016-2017 budget pertaining to Special Education Program and Services be approved:

*Motion by: Caitlyn Barton
Seconded: Kim Murphy*

Carried by consensus.

5.2 Revised Special Education Plan 2016 Update

Laura Shoemaker explained the improved process that was used on the plan to update it from last year's plan. The Special Education Plan is to be submitted to the Ministry of Education by July 30th. Some components of the plan cannot be completed until the end of June as certain areas need the information to be populated at a later date.

The Plan has the updated Administrative Policies included in it and the A.P.'s are embedded into the Plan. The Board has purchased a Forms Module so that the links to forms are live for all staff to access and assist in staff not using outdated forms. Staff have been reminded not to save forms on their hard drives. Next year all staff will use on-line referrals.

Zina inquired about the IPRC policy and procedures and it was suggested to include this as a topic for the monthly SEAC topics for next year.

A motion to recommend to the Board of Trustees that Special Education Plan 2016 be approved as presented at the May 25, 2016 SEAC meeting:

*Motion by: Rhonda Ruetz
Seconded: Zina Bartolotta*

Carried by consensus.

5.3 Pro Grant Information

Jeanne and Rhonda have almost completed the Pro Grant Application with just a few minor changes to be done before final submission. The grant request is for \$11,300. and will be an afternoon or evening with seven different topics for parents i.e., tech, math, Sacraments for special needs families etc. Plans are to provide a light meal, and childcare, including a health care provider. A take home sheet will be provided to participants. Videotaping of all sessions will be done so that they can be put on the web for parents to access. Planning on having the event in the Spring of 2017. SEAC must commit and member's organizations must commit to help in promotion and in attendance on the night of the event. The event will be open to all who are interested.

6. Ministry Updates

6.1 Ministry of Education Special Education 2016 is posted on the web for staff for peruse.

6.2 C.C.T.C. meeting a document was entitled "We have Something To Say" was presented and shared with SEAC.

1. Young People and their Families Speak Out about Special Needs and Change

<http://www.provincialadvocate.on.ca/documents/en/We-Have-Something-To-Say-Report-EN.pdf>

L. Shoemaker

J. Gravelle/R.
Ruetz

Laura Shoemaker

Laura Shoemaker



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| 7. SEAC Committee Functions | |
| 7.1 Special Education Plan | Laura Shoemaker |
| 7.2 SEAC Sub-Committee Update | Jeanne Gravelle |
| 8. Policy Advice to the Board | |
| 9. Association Concerns/Association Updates (20 minutes) 9.1 Trustee Update Wendy Price informed SEAC members of the events that trustees have been attending in May: <ul style="list-style-type: none">• Catholic Education May 2nd to 6th trustees were visiting different schools attending school Masses and events with them.• Community Leaders breakfast at the board office was held for community leaders and trustees to get to know each other.• Staff Recognition was held last week for staff for 25 years and retiring staff members.• The Last Beacons of Hope was held for St Benedict's Family of Schools.• Bishops Banquet was held last week here at the Board Office raising funds for the Waterloo Region Catholic School Foundation which our schools and students benefit from. Kim Murphy shared information on July 10 th all day event WRDSS Golf Tournament Flyer : https://wrdss.ca/ | |
| 10. Pending Items | |
| 11. Adjournment Motion by: Zina Bartolotta Seconded: Caitlin Barton | |
| 12. Action Items Place Holder | |