

## SEAC Committee Meeting Minutes

<b>Date &amp; Time:</b>	Wednesday, November 4, 2015 7:00 pm
<b>Location:</b>	Boardroom C.E.C.
<b>Next Meeting:</b>	Wednesday, December 2, 2015
<p><b>Committee Members:</b> Amy Fee, Rhonda Ruetz, Kim Murphy, Jeanne Gravelle, Zina Bartolotta, Melanie Van Alphen, Zina Bartolotta, Irene Holdbrook, Caitlin Barton</p> <p><b>Administrative Officials:</b> Sherry Peeples, Laura Shoemaker</p> <p><b>Regrets:</b> John Gilbert, John Spinak, Frank Thoms</p>	

<ul style="list-style-type: none"> <li>• <b>Opening Prayer Welcome</b></li> </ul>	Sherry Peeples
<ul style="list-style-type: none"> <li>• <b>Approval of Agenda</b></li> </ul> <p>Motion by: Amy Fee Seconded: Rhonda Ruetz</p>	
<b>3. Declared Pecuniary Interest</b>	None
<b>4. Approval of the Minutes</b> <ul style="list-style-type: none"> <li>• October 7, 2015</li> </ul> <p>Motion by: Melanie Van Alphen Seconded: Zina Bartolotta</p>	
<b>5. School System Operational Business</b> <p><b>5.1 Special Needs Strategy</b> Laura Shoemaker explained that the Special Needs Strategy Plan has been submitted to the Ministry for approval two weeks earlier than the deadline. Members are requested to hold the plan in confidence until it receives approval by the Ministry, who is currently behind in the schedule. Tracy Elop has recently been appointed C.E.O. of Carizon.</p> <p><b>5.2 Program Services/SLP &amp; Literacy/Learning for All</b> Cara Cressman, Speech and Language Pathologist and Julie Tonin, Literacy Consultant gave a PowerPoint presentation on program services and student services department working closely together on developing literacy professional</p>	<p>L. Shoemaker</p> <p>Cara Cressman/ Julie Tonin</p>

<p>development for classroom teachers. Their presentation has been well received in schools and principals are requesting their involvement at their schools. Last year they had ten schools participate in their program and this year they added another six schools.</p> <p>Julie walked through the startup of the project and provided background information, explaining that teachers identified oral language as a need. Cara pointed out that students were brought in small groups for observation. Their approach has a three level tier approach and they are working connecting literacy in program services to student needs through student services. They are starting to spread into the Junior and Intermediate teachers this year.</p>	
<p><b>5.9 Ministry Updates</b> Nil</p>	
<p><b>6. SEAC Committee Functions</b></p> <p><b>6.1 Special Education Plan</b> Copies of Learning for All were distributed to SEAC members by Sherry. Members were asked to read it over the next few months so members can see how it connects to the Special Education Plan. Staff are working to connect program services and student services. This Friday they will be working on a needs assessment and reviewing the BIPSA, Learning for All and Living in Faith. Once a month student services meets to keep services rich and a seamless delivery. Sherry will bring a more comprehensive report on Learning for All in January. Members are encouraged to read the Learning for All document in full prior to that presentation.</p> <p>Laura pointed out the SEAC Board Report template that was used tonight for the first time. Trustees receive reports like this. All reports come through the Director. This report will assist SEAC in the connection the reports will have to the Special Education Plan.</p> <p>SEAC Members are encouraged to read the relevant sections prior to the presentation, allowing them to come to meetings informed of how the Special Education Plan covers the current topic.</p> <p><b>6.2 IEP Checklist Feedback</b> Distribution did not happen as it was intended as some copies were colour and some were black and white. A mid-year follow up will be done on the IEP checklist. Also would like to send the checklist out again next year. Hope to hear more comments on the checklist through the progress reports. Chair will review the word “solely” on the first page of the checklist. Laura will inquire with principals to follow SEAC on twitter.</p> <p><b>6.3 Sub-Committee Update</b> Sub-Committee will meet in early December to discuss the mid-year communication and begin application for the PRO Grant.</p>	<p>Sherry Peeples</p> <p>Laura Shoemaker</p> <p>Jeanne Gravelle Laura Shoemaker</p>
<p><b>7. Association Concerns/Association Updates</b> <b>(20 minutes)</b></p> <p>Facile of Waterloo Region is having a fundraiser on November 17<sup>th</sup>, consisting of a Jazz night and tickets are \$60.00 per person.</p> <p>Rhonda Ruetz Ruetz updated us on Alison’s blog – an online Q&amp;A tool for parents, <a href="http://education.easterseals.org/category/alisons-blog/">http://education.easterseals.org/category/alisons-blog/</a></p> <p>November 7<sup>th</sup>, 2015 is Nation Down Syndrome Day.</p>	





SEAC members are reminded to inform Jeanne if they have tweets to go out, i.e. free events, etc.	
<b>8. Policy Advice to the Board</b>	
<b>9. Pending Items</b> 1. Guiding questions for IEP Parent Checklist – Laura Shoemaker and Sherry Peeples 2. Multi-Year Strategic Plan (MYSP) / Board Improvement Plan – how does SEAC want students on IEP's included in the plan? How does SEAC feel with respect to representing students with IEP's in goal setting?	
<b>10. Adjournment</b> Motion by: Amy Fee Seconded: Kim Murphy	
<b>11. Action Items Place Holder</b>	