

# SPECIAL EDUCATION ADVISORY COMMITTEE

**Wednesday, April 5, 2023, at 6:00pm**

**Hybrid Meeting:**

In-Person: St. Aloysius (2<sup>nd</sup> Floor) Catholic Education Centre

Online: [Click here to join the meeting](#)

## WCDSB Mission Statement

*As disciples of Christ,  
we educate and nurture hope  
in all learners  
to realize their full potential  
to transform God's world.*

**CO-CHAIRS: Cindy Benedetti and Laura Shoemaker**

## **MEMBERS**

WCDSB Trustee - **Bob Sikora**

WCDSB Trustee - **Sally Fuentes**

Waterloo Regional Down Syndrome Society - **Kim Murphy**

Waterloo Regional Police - **John Gilbert**

Family and Children's Services of Waterloo Region - **Cindy Benedetti**

Waterloo Region Family Network - **Erin Sutherland**

Centre for ADHD Awareness - **Daina Colbourne**

International Dyslexia Association Ontario - **Laura Shoemaker**

Member at Large - **Jeanne Gravelle**



**Waterloo Catholic  
District School Board**  
Quality, Inclusive, Faith Based Education

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Kitchener, ON, Canada N2H 3Z1  
519-578-3660  
[info@wcdsb.ca](mailto:info@wcdsb.ca)



## SEAC Committee Meeting Agenda

<b>Date&amp; Time:</b>	April 5, 2023, at 6:00 p.m.
<b>Location (Hybrid):</b>	In-Person: St. Aloysius (2 <sup>nd</sup> Floor), Catholic Education Centre Online: Via Teams <a href="#">Click here to join the meeting</a>
<b>Next Meeting:</b>	May 17, 2023 (if budget report is not ready by May 17 <sup>th</sup> , meeting will be postponed to May 24 <sup>th</sup> )
<b>Committee Members:</b> Kim Murphy, John Gilbert, Cindy Benedetti, Erin Sutherland, Daina Colbourne, Laura Shoemaker, Jeanne Gravelle, Bob Sikora, Sally Fuentes	
<b>Administrative Officials:</b> Gerald Foran, Erin Lemak	

<b>1. Opening Prayer</b> Welcome	Erin Lemak
<b>2. Approval of Agenda</b>  Motion by: Seconded:	
<b>3. Declared Pecuniary Interest</b> N/A	
<b>4. Approval of the March 1<sup>st</sup> minutes:</b>  Motion by: Seconded:	
<b>5. School System Operational Business</b> 5.1. Building Independence	T. Battistella
<b>6. Ministry Updates (10 min)</b> 6.1. Near North District School Board letter to the Minister of Education SIP	G. Foran
<b>7. SEAC Committee Functions</b>	
<b>8. Policy Advice to the Board</b>	
<b>9. Updates</b>	
<b>10. Pending Items</b>	
<b>11. Adjournment</b>  Motion by: Seconded:	
<b>12. Action Items Place Holder</b>	



## SEAC Committee Meeting Minutes

<b>Date&amp; Time:</b>	March 1, 2023, at 6:00 p.m.
<b>Location (Hybrid):</b>	In-Person: St. Francis (2 <sup>nd</sup> Floor), Catholic Education Centre Online: Via Teams <a href="#">Click here to join the meeting</a>
<b>Next Meeting:</b>	April 5, 2023
<b>Committee Members:</b> Kim Murphy, John Gilbert, Cindy Benedetti, Erin Sutherland, Daina Colbourne, Laura Shoemaker, Jeanne Gravelle, Bob Sikora, Sally Fuentes	
<b>Administrative Officials:</b> Gerald Foran, Erin Lemak	
<b>Regrets:</b> N/A	

<b>1. Opening Prayer</b> Welcome  Director Dowling attended meeting and was introduced to the new SEAC Committee members	Erin Lemak
<b>2. Approval of Agenda</b>  Motion by: Jeanne Gravelle Seconded: Karen Kovats	
<b>3. Declared Pecuniary Interest</b> N/A	
<b>4. Approval of the January 11<sup>th</sup> minutes</b>  Motion by: Erin Sutherland Seconded: Karen Kovats	
<b>5. School System Operational Business</b>  5.1. Programs and services for students who are blind, partially sighted and deafblind <ul style="list-style-type: none"> <li>• W. Ross Macdonald School (WRMS) Programs <ul style="list-style-type: none"> <li>➢ Elementary</li> <li>➢ Secondary</li> <li>➢ Deafblind</li> <li>➢ Resource Services</li> <li>➢ Short Term Programs, Weekends@WRMS</li> <li>➢ Connections Program</li> <li>➢ Bridges Program</li> </ul> </li> <li>• Why do students choose WRMS Program? <ul style="list-style-type: none"> <li>➢ Well Being - Social Emotional and Physical Wellness</li> <li>➢ Benefits from Specialized Instruction</li> <li>➢ Expanded Core curriculum</li> <li>➢ Opportunities for Independence</li> </ul> </li> </ul>	Dan Maggiacomo Principal at W. Ross Macdonald School <b>Provincial School</b>



<p>Q&amp;A</p> <p><b>5.2. Programs and services for deaf and hard of hearing</b></p> <ul style="list-style-type: none"> <li>• Resource Services to Outreach Programs</li> <li>• Programs for students from 0 months – 21 years old</li> <li>• Provincial and Demonstrational Schools Branch</li> <li>• Role:             <ul style="list-style-type: none"> <li>➢ Students Consult/Programming</li> <li>➢ Educator Support</li> <li>➢ Professional Development</li> <li>➢ Resource Development</li> </ul> </li> <li>• Service Types:             <ul style="list-style-type: none"> <li>➢ School Aged Support</li> <li>➢ Individual student observation/consultation</li> <li>➢ Language, Reading, Writing &amp; American Sign Language (ASL) assessment</li> <li>➢ IPRC, team and Parent meeting support</li> <li>➢ Staff In-Services</li> <li>➢ Student Workshops</li> <li>➢ Professional Development</li> <li>➢ Preschool Educators</li> <li>➢ Educators in Training</li> <li>➢ Community Partners</li> <li>➢ ASL Support Services</li> <li>➢ ASL sessions with student (s) from DSB</li> <li>➢ Admission to the provincial school for the deaf</li> </ul> </li> <li>• Admission Process:             <ul style="list-style-type: none"> <li>➢ Admission on referral</li> <li>➢ Data Collection</li> <li>➢ IPRC</li> <li>➢ Admission Committee Meeting</li> <li>➢ Admission Result</li> </ul> </li> </ul> <p>Q&amp;A</p>	<p>Amy King <b>Consultant, Provincial and Demonstration Schools</b></p>
<p>6. <b>Ministry Updates (10 min)</b></p> <ul style="list-style-type: none"> <li>• Math DE streaming tutoring program will be offered by Special education teachers or third-party tutors with the funding received from the Ministry for Math support (proposal approved).</li> <li>• Summer Boost Program will again be offered this summer.</li> <li>• Information if the Summer Spec. Education programs will continue has not been announced yet.</li> <li>• Project Search is continuing next year. Parent information session was held on February 28<sup>th</sup>. Four more departments at St. Mary's hospital are coming on board next year and KW Habitation will follow student in Project Search for the year.</li> <li>• Special Olympics – June 12<sup>th</sup> at Resurrection</li> </ul> <p>Q&amp;A</p>	<p>G. Foran</p>



<p>7. <b>SEAC Committee Functions</b></p> <ul style="list-style-type: none"> <li>Members to reach out to obtain Parent on Association Advisory Committee (PAAC) on SEAC Manual and review the committee role</li> </ul>	<p>L. Shoemaker</p>
<p>8. <b>Policy Advice to the Board</b> N/A</p>	
<p>9. <b>Updates</b></p> <p>9.1. Association Updates</p> <ul style="list-style-type: none"> <li><b>Waterloo Region Family Network (WRFN)</b> <ul style="list-style-type: none"> <li>➤ Evening of Elegance - Join us on Friday, April 14 at Waterloo Region Family Network's eighth Annual Signature Fundraising event, Evening of Elegance. Enjoy an elegant evening of mixing and mingling while tasting delicious wine and beer - all paired with appetizing food selections. Our evening will also include live music and a spectacular silent auction, that will include exciting items for you to bid on. Doors open at 6:45pm. All proceeds go directly to providing resources and facilitating meaningful connections, in all life stages, for families of children with exceptional needs, both with and without a diagnosis. Don't miss out on your chance to purchase Early Bird tickets at a discounted rate from now until March 14.</li> <li>➤ Sibling Experience (ASE) Group – <a href="#">information flyer</a></li> </ul> </li> <li><b>Waterloo Wellington Down Syndrome Society (WWDSS)</b> Waterloo Wellington Down Syndrome Association (WWDSS) is preparing to celebrate World Down Syndrome Day (WDSD) on March 21. This date was selected to signify the triplication (trisomy) of the 21st chromosome which causes Down syndrome. Some of the ways we are celebrating this month are: <ul style="list-style-type: none"> <li>➤ We have created a resource package families can share with their school, daycare, day program, or workplace or group.</li> <li>➤ We are encouraging everyone to wear colorful socks on March 21 to raise awareness for WDSD. Pairs of socks are shaped like chromosomes and people with Down syndrome have an extra chromosome.</li> <li>➤ We're offering a chance to win a pizza party for your group! Any teacher, coach, program leader can take a take a photo of their group rocking their colorful socks in honor of WDSD then post it and tag our social media channels. One entry per platform. You do not need to have a member with DS in your group to participate. One winner will be selected after March 21st for each city and their surrounding areas: Cambridge, Guelph, Kitchener and Waterloo.</li> <li>➤ Crabby Joes at 56 University Ave Special: From Mar 17-31, \$5 from every "X-Factor Burger" sold will go to WWDSS.</li> <li>➤ Chef on Call at 130 Columbia St W Special: Mar 1 – 31 they will donate a portion of the proceeds from each "Donator Burger" to WWDSS.</li> <li>➤ Together we're Bitter (TWB) Co-operative Brewing Special: In collaboration with employee and WWDSS member they are brewing a custom beer called AJ &amp; Zeus. A portion of proceeds from the sale of this beer will be donated to WWDSS. Check out TWBbrewing.com</li> <li>➤ WWDSS is having a party March 21 at Bingemans and the whole community is invited to celebrate alongside us as we recognize the many abilities of people with Down syndrome and help spread awareness. See <a href="https://www.wwdss.ca/">https://www.wwdss.ca/</a> Events page to register.</li> </ul> </li> <li><b>Centre of ADHD Awareness, Canada (CADDAC)</b></li> </ul>	



<p>➤ <i>Refocus: Reinforcing Executive Functioning with Optimism, Compassion, Understanding and Support (Eastern Canada)</i> Weekly sessions: 6:30pm-8:00pm EST Does your child have difficulty focusing? Does your child have trouble following directions? Handling strong emotions? If you said yes to one or more of these questions, your child might have difficulties with executive function. Executive function can impact working memory, flexible thinking, and self-control. And it can affect all aspects of life at school and home. Topics include Inhibition, Self-Regulation, Emotional Regulation, Motivation, Attention, Shifting, Working Memory, Planning, Organization and Self-Monitoring. Register: <a href="http://www.caddac.ca">www.caddac.ca</a></p> <p>➤ <i>Interactive ADHD Child Parenting Course</i> This course is both instructional and interactive, with a third of the time devoted to questions and discussions. Homework sheets are assigned at the end of each session and reviewed at the beginning of the next session as you work through the development of your child's profile and home and school plans. This course is geared toward parents of children between 4 and 18 years of age and is approximately 7.5 hours divided into five sessions. Waitlist. Sign up at <a href="http://www.caddac.ca">www.caddac.ca</a></p> <p>➤ ADHD in Children and Adolescents by SickKids Centre for Community Mental Health Learning Institute March 31, 2023 <a href="#">LINK</a></p> <p>9.2. Trustee Updates</p> <p>➤ <a href="#">February Board Meeting Bulletin</a></p> <p>Q&amp;A</p>	
<p><b>10. Pending Items</b></p> <ul style="list-style-type: none"><li>• Look into scheduling a presentation by the representative from the Demonstration Schools for students with severe learning disabilities.</li><li>• Social Equity and Instructional Equity Training for SEAC Members</li></ul>	
<p><b>11. Adjournment</b></p> <p>Motion by: Jeanne Gravelle Seconded: Karen Kovats</p>	
<p><b>12. Action Items Place Holder</b> N/A</p>	



**Date:** April 5<sup>th</sup>, 2023  
**To:** SEAC  
**From:** Director of Education, Superintendent of Learning: Special Education  
**Subject:** Building Independence

**Type of Report:**

- ☐ Decision-Making
- ☐ Monitoring
- ☒ Incidental Information concerning day-to-day operations

**Type of Information:**

- ☐ Information for Board of Trustees Decision-Making
- ☐ Monitoring Information of Board Policy **XX XXX**
- ☒ Information only of day-to-day operational matters delegated to the CEO

**Origin: (cite Education Act and/or Board Policy or other legislation)**

PPM 156 Supporting Students with Special Education Needs

**Policy Statement and/or Education Act/other Legislation citation:**

APC037 Equity and Inclusive Education

**Special Education Plan:**

Section 2, pg.7., "Model for the Delivery of Special Education Programs and Services"

**Alignment to the MYSP:**

☐ **Awaken to Belong**

- ☒ Every student can see themselves reflected in their learning.
- ☐ Staff experiences a positive, healthy, and inclusive workplace.
- ☐ Are aware of and/or use the available resources to assist in navigation of the school system.

☐ **Ignite to Believe**

- ☒ Every student experiences the Ontario Catholic School Graduate Expectations (OCSGEs) and the WCDSB pastoral plan within their learning environments.
- ☐ Staff are welcomed and invited to continue to be a partner in their adult faith formation journey.
- ☐ The relationship between home, parish and school is strengthened.

☐ **Strengthen to Become**



- ☒ Every student reaches their full potential.
- ☒ Staff see their impact on student achievement.
- ☐ Are engaged as active partners in our students' Catholic education journey.

### **Background/Comments:**

Waterloo Catholic District School Board promotes a mindset and belief amongst staff, students, and parents that our moral imperative is to build independence, to the maximum degree possible, for all students with exceptional needs to best prepare them for the transition to high school and post- secondary destinations.

During the 2022-2023 school year, Student Services staff continue to build upon the foundation of knowledge, understanding and application of Universal Supports (via professional development, consultation, assessment & coaching/modeling), as well as direct skill building (via coaching/modeling and direct intervention) for students who require further assistance. In-school staff including Special Education Teachers, Administrators, Classroom Teachers, Registered Early Childhood Educators, Educational Assistants and Child and Youth Care Workers, work alongside Student Services staff in the development, implementation, monitoring and generalization of new skill development.

The expectation for all students, including those with exceptional needs, should be rooted first and foremost in high quality teaching through the expertise of the classroom teacher. Educational Assistant (EA) and Child and Youth Worker (CYCW) support is considered part of a layering of support available to our students-as we strive to foster independence for all. EAs and CYCWs add value to the program delivered by the classroom teacher, they do not replace it. We would expect that all students who require the support of an EA and/or CYCW to meet their daily living and/or physical/ medical requirements and to access alternative programming receive this support on an individualized basis (as not to promote prompt dependency, decrease in social interactions with peers or limit direct programming and support from the classroom teacher). In addition, these students also receive a variety of supports via evidence-based strategies and programs such as positive reinforcement, visual supports, universal design for learning, differentiated instruction, speech and language block of service (via Communicative Disorders Assistant), behavioural skills training, preschool life skills, empower etc. All strategies should be individualized and implemented with consistency and fidelity with the goal of teaching the student to independently access and utilize these supports/strategies as needed.

Resources, tips sheets, video models and consultation from Collaborative Team members are available to all staff and provide concrete, user friendly examples of evidence-based practices mentioned above.

Tools such as the Universal Support Checklist assist educators with planning, implementation, and monitoring of effective use of strategies such as visual supports, instructional supports, classroom supports, functional communication etc. and promote independence and functional skill development for our most vulnerable learners.

Together as we continue to strive for success for each and a place for all, we are helping our students achieve their highest level of independence and in so doing, we are influencing the trajectory of their futures.

### **Recommendation:**

Presented for your information.

**Prepared/Reviewed By:** Tyrone Dowling  
Director of Education  
Gerald Foran  
Superintendent of Learning: Special Education

\*4.2 DIRECTOR Monitoring Reports: Where the Board receives from the CEO a monitoring report that flows from a responsibility delegated to the Director under Board Policy – except where approval is required by the Board on a matter delegated by policy to the Board – the minutes of the Meeting at which the Report is received shall expressly provide that the Board has received and approved of the Report as an action consistent with the authority delegated to the CEO, subject in all instances to what otherwise actually occurred.





February 14, 2023

Hon. Stephen Lecce, Minister of Education  
Ministry of Education  
15<sup>th</sup> Floor, 438 University Ave.  
Toronto, Ontario M5G 2K8

Dear Minister Lecce:

**Re: Special Incidence Portion Claim Funding**

The Special Education Advisory Committee (SEAC) of the Near North District School Board would like to send this letter of support for the concerns expressed by the Durham District School Board regarding funding of the Special Incidence Portion (SIP)

Like other school boards in Ontario would like to remind you that in the spring of 2018 the previous government announced an increase to the SIP claim funding of \$11,016.00, bringing that funding amount up to \$38,016.00 per student from the previous funding amount of \$27,000.00. On August 24, 2018, after school board budgets were prepared and approved, the Ministry announced that the previously-announced increase would be clawed back. Currently the funding received from the Ministry is \$28,803.00, bringing the net increase to \$1,803.00 per student.

SEACs across the province were dismayed by the Ministry of Education decision to claw back that increase, given that the true costs of supporting a student with a SIP claim are significantly higher than the allocated amount. For example, the average cost, including salary and benefits, for an Educational Assistant at the Near North District School Board is \$52,397. A student who requires 2 plus Educational Assistants to support their learning needs would be at a cost of \$104,794 plus.

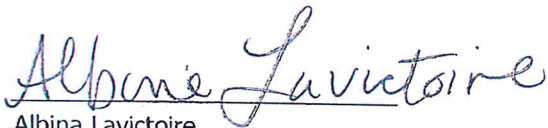
In the 2021-2022 school year alone, the NNDSB allocated \$707,634 more than was given in Special Education Grants to Special Education services. Some of the revenue the NNDSB has used to fund this gap is the Local Priorities Funding, which, as you are aware, is not guaranteed annual funding from the Province.

Furthermore, when you take into account the claw-back of the SIP funding increase in 2018, combined with the reallocation of the Special Education Per Pupil Amount, this resulted in a net **decrease** in funding and a further increase in the NNDSB's Special Education deficit. In 2017, the Auditor General highlighted that the Ministry of Education's "[f]unding formula uses out-of-date benchmarks and is due for a comprehensive external review."

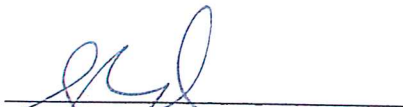
Specifically, we urge the Minister to consider:

- A minimum 5% increase in the Special Education funding that will better align with the true costs associated with SIP claims to support our students and increase funding accordingly.
- That the Special Education funding model be reviewed annually and changed to accurately reflect the increasing and more complex needs of students with special needs.
- An improved process that will eliminate the need for such intensive applications or provide support for Boards to complete the SIP applications. It takes countless staff hours per SIP application, which impacts the time our trained Special Education teachers and leads are away from their other important work supporting high-needs students.

Sincerely,



Albina Lavictoire,  
Chair, Special Education Advisory Committee,  
Near North District School Board



Erika Loughheed,  
Chair, Board of Trustees,  
Near North District School Board

cc: Chairs of all Ontario Special Education Advisory Committees