

**Halton Catholic District School Board  
MINUTES OF THE SPECIAL EDUCATION  
ADVISORY COMMITTEE MEETING**

Monday, March 30, 2009  
7:00 p.m. – Board Room  
Catholic Education Centre

**Members/Alternates Present:** K Drexler; P. Houlahan; L. Kovalchek (Chair); J. Matters; M. McDermott;  
L. Preza; R. Quesnel (Vice Chair); J. Trovato

**Staff Present:** J. Foster, Supervising Principal  
A. A. Le May, Chair of the Board  
P. McMahon, Superintendent of Business Services  
M. Pautler, Director of Education

**Recording Secretary:** A. Swinden/N. Brock

**1. Call to Order**

**1.1 Opening Prayer**

**1.2 Introduction of New SEAC Member, Lisa Preza – Association for Bright Children (ABC)**

L. Kovalchek introduced Lisa Preza, the Board's newly appointed member of SEAC, representing the Halton Chapter of the Association for Bright Children (ABC).

**2. Approval of Agenda**

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| <p><b>RECOMMENDATION</b></p> <p><i>THAT, the agenda be approved as submitted.</i></p> | <p>Moved by: P. Houlahan<br/>Seconded by: J. Matters</p> | <p><b>CARRIED</b></p> |
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**3. Actions to be taken**

**3.1 Approval of Minutes – February 23, 2009**

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| <p><b>RECOMMENDATION</b></p> <p><i>THAT, the minutes for the February 23, 2009 SEAC meeting be approved as submitted.</i></p> | <p>Moved by: R. Quesnel<br/>Seconded by: J. Matters</p> | <p><b>CARRIED</b></p> |
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**4. Presentations**

**4.1 Spirit of Inclusion – Presentation of School Plaques**

*L. Kovalchek*

The Chair of SEAC welcomed this year's recipients of the Spirit of Inclusion Award, along with their families, Principals and school staff. L. Kovalchek elaborated on the nomination process and the selection criteria for the Spirit of Inclusion Award which was created by SEAC in 1999. Alice Anne LeMay, Chair of the Board, and Michael Pautler, Director of Education, were amongst the guests present at the SEAC Meeting to recognize the Spirit of Inclusion Presentation.

Kenny Wittmann, grade 8 student from St. Brigid Catholic Elementary School was presented with the award for the elementary panel. R. Quesnel, Vice Chair of SEAC and S. Rossini, Superintendent of Special Education Services presented Anna Prkacin, Principal of St. Brigid Catholic Elementary School, with a school plaque.

Carly Mulligan, Grade 12 student from Holy Trinity Catholic Secondary School was the recipient of the award at the secondary school level. McGillicuddy, Principal, Holy Trinity Catholic Secondary School and Carly were not present to receive the school plaque. Carly and Kenny will each receive the award at the Student Awards of Excellence on April 21<sup>st</sup>, 2009, where both recipients will be recognized again.

A ten minute break was taken to allow an opportunity to congratulate the nominee.

#### 4.2 **CCAC – School Health Support Services**

*C. Hitchinson/F. Woodhall*

Carol Hitchinson and Frank Woodhall from Community Care Access Centre (CCAC) provided the members of SEAC with a presentation on School Health Support Services. A PowerPoint presentation was used to outline all areas including background, the roles, and geography, services (assessment, training and education) for students. A hardcopy outlining the support services was provided to each member. The Chair thanked C. Hitchinson and F. Woodhall for their presentation, and suggested that further questions should be forwarded to L. Kovalchek.

#### 4.3 **Special Education Budget**

*P. McMahon/S. Rossini*

P. McMahon, Superintendent of Business Services provided through the use of a PowerPoint presentation, an overview of the budget process. The presentation included highlights on the Financial Reporting Cycles, types of Education Funding Grants, the five components of the Special Education Grant, Special Education Enrolment Revenues, Expenditures (Staffing), history of revenue and expenditures along with comparisons to other Boards. An Auditor General Annual Report for 2008 and additional reference materials were also provided for future reference.

Discussion took place around revenues and expenditures including the shortfall in Special Education of approximately three (3) million dollars. J. Matters explained that OCSTA has recognized the shortfall and has been lobbying the Ministry on an annual basis. Further discussion ensued around ways to balance the budget.

#### 5. **Action Items**

There were no action items.

#### 6. **Reports/Updates/Discussion**

##### 6.1 **Engaging Parents of Students with Special Needs (CODE Publication) Part III**

*S. Rossini*

S. Rossini expressed the desire to combine the third element of the Parent Engagement publication, Relationships and Communication element and the Alternative Dispute Resolution (ADR) Pilot Project. There is a commonality as both are directed at resolving conflicts around IEPs and parent communication. S. Rossini indicated that S. Palijan, Research Officer, is in the process of developing an on-line survey that is based on the CODE document. S. Palijan will present a brief information update to SEAC at the April meeting.

S. Rossini suggested that a DVD be created about the role of SEAC and sent to each school to be shared at the first Catholic School Council of Chairs Meeting in September.

#### 7. **Information**

##### 7.1 **Superintendent's Report**

*S. Rossini*

S. Rossini distributed an outline of the agenda for the PA day called Closing the Gap.

She noted that information about a performance on the topic of attention-deficit/hyperactivity disorder (ADHD), bullying, and creating inclusive classrooms has been distributed to elementary principals. The play, produced by a theatre group called Carousel Players would be considered appropriate for students in grades 4-8

An Itinerant teacher will be approaching Secondary Principals in regards to a presentation by Hearing is Precious (HIP) on the topic of hearing loss.

Parent Information Night will be held on Thursday, April 30<sup>th</sup> at Corpus Christi Catholic Secondary School at 7:00 pm. Display boards and information will be available for parents of newly identified and soon to be identified students. S. Rossini invited SEAC members to attend the information night, and suggested they may wish to consider displaying agency information. A flyer will be created and sent to all schools for distribution to parents.

The Catholic Parent Involvement Committee (CPIC) Conference takes place on October 17, 2009. S. Rossini relayed the invitation and suggested that SEAC prepare a presentation backboard for display at the conference.

The Ministry of Education has contracted an organization to review SIP and SEA claims for all boards in the province. The Halton Catholic District School Board's review is scheduled for April 2009.

## 7.2 Ministry Communication

*L. Kovalchek*

S. Rossini distributed the following correspondence from the Ministry of Education:

- Ministry of Education. Submission of Special Education Plans from the Deputy Minister
- Response to Bernhardt, representative of CADAC
- Ministry of Education has two project managers of two separate organizations that will be in touch with school boards in the near future to introduced projects within this correspondence. S. Rossini invited R. Quesnel to meet with her and contact them directly.

L. Kovalchek requested that the SEAC orientation binders to be provided to L. Preza and M. McDermott.

Some SEAC members expressed an interest in attending, as observers, one of the PA day sessions on April 24<sup>th</sup>. S. Rossini indicated that she would follow up with principals. R. Quesnel suggested that it would not be appropriate for a SEAC member to attend the session at their respective child's school.

## 8. Agency Updates

*L. Preza*

- 8.1 ABC is having an information meeting on April 14<sup>th</sup> for parents of newly identified gifted students. L. Preza requested to have an invitation flyer sent out to the parents through the SERTs at the schools. S. Rossini agreed to forward the flyer.

## 9. Future Agenda Items – April

- 9.1 SEAC Information Flyer *J. Trovato*  
9.2 Gifted Screening Procedures *T. Browne*  
9.3 Phoneme Touch & Say  
9.4 ADR Research *S. Palijan*

## 10. Future Agenda Items

- 10.1 Home Instruction for Special Education Students *T. Wilson*  
10.2 Special Education Budget Update *P. McMahon/S. Rossini*  
10.3 Provincial IEP Changes *S. Rossini*

## 11. Next Meeting: April 27, 2009

## 12. Adjournment

### 12.1 Motion for Absenteeism

**RECOMMENDATION**

Moved by: *P. Houlahan*  
Seconded by: *J. Trovato*

**THAT, C. Learn and C. McCarney be excused.**

**CARRIED**

### 12.2 Motion for Adjournment

**RECOMMENDATION**

Moved by: *R. Quesnel*  
Seconded by: *M. McDermott*

**THAT, the meeting adjourn.**

**CARRIED**

### 12.3 Closing Prayer

The meeting closed with a prayer at 9:32 p.m.