

**MINUTES OF THE SPECIAL EDUCATION  
ADVISORY COMMITTEE MEETING**

**Monday, May 30, 2016  
7:00 p.m. – Board Room  
Catholic Education Centre**

**Members/ Alternates Present:** B. Agnew, L. Cipparrone (Chair), D. Hotopeleanu, A. Iantomasi, H. Karabela, M. Lourenco, D. Rabenda (Vice Chair), J. Rowles, L. Stephenson, S. Trites

**Staff Present:** B. Browne, Superintendent of Special Education Services  
S. Miller, Special Education Coordinator

**Members Absent:**

**Members Excused:** L. Currie, C. Parreira, R. Quesnel

**Recorder:** J. Crew

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**1. Call to Order**

**1.1 Opening Prayer**

**L. Cipparrone**

The meeting began with a prayer at 7:04 pm.

**1.2 Approval of Agenda**

**RECOMMENDATION**

Moved by: J. Rowles

Seconded by: A. Iantomasi

**THAT, the agenda be approved as submitted.**

**CARRIED**

**2. Presentations**

**2.1 Budget Presentation**

**R. Negoï**

An overview of the 2016-2017 budget process presentation included:

- Three Financial Reporting Cycles
- HCDSB Funding
- HCDSB Expenditures
- Enrollment Trends
- Grant for Student Needs (GSN)
- 2016-17 Budget Estimates Process
- 2016-17 Budget Challenges and Priorities
- 2016-17 Special Education Grant
- 2016-17 Special Education Budget
- First Draft of the budget estimates will be presented at June 7<sup>th</sup> Board Meeting
- Final estimate will be presented at the June 21<sup>st</sup> Board Meeting

**2.2 Naturalized Kindergarten Playground Areas**

**S. Miller**

Information was provided on Naturalized Kindergarten Playground Areas which will be included in new schools and are being introduced to some existing schools next year.

Naturalized playgrounds are:

- AODA compliant
- Provide sensory play
- Increase accessibility

- Provide students with experiences inside and outside the classroom
- Stress the importance of environmental education
- Highlight the importance of playing outside in naturalized environments
- Promote skill development
- Each naturalized playground will look a little different; experts review the terrain and the number of students to determine possibilities

### 3. Actions to be taken

#### 3.1 Approval of Minutes – April 18, 2016 SEAC Meeting

**RECOMMENDATION**

Moved by: D. Hotopeleanu

Seconded by: L. Stephenson

**THAT**, the minutes for the SEAC meeting be approved as submitted.

**CARRIED**

#### 3.2 Motion re: VOICE for Hearing Impaired Children

Nomination letter from VOICE for Hearing Impaired Children was read. The following recommendation was put forth:

**RECOMMENDATION**

Moved by: A. Iantomasi

Seconded by: M. Lourenco

**THAT**, the Halton Catholic District School Board's Special Education Advisory Committee (SEAC) accept the nomination of Rick Barreiro as alternate representative for VOICE for Hearing Impaired Children on the Board's SEAC, and recommend that Halton Catholic District School Board appoint R. Barreiro effective June 2016 until November 2018.

**CARRIED**

#### 3.3 SEAC Meeting Dates – 2016-2017

The proposed meeting dates for 2016-2017 were put forth:

- Monday, September 26, 2016
- Monday October 24, 2016
- Monday November 28, 2016
- Monday December 12, 2016
- Monday January 30, 2017
- Monday February 27, 2017
- Monday March 27, 2017
- Wednesday April 25, 2017
- Monday May 29, 2017
- Monday June 19, 2017

**RECOMMENDATION**

Moved by: L. Stephenson

Seconded by: M. Lourenco

**THAT**, the Halton Catholic District School Board's Special Education Advisory Committee (SEAC) accept the 2016-2017 meeting dates as submitted.

**CARRIED**

### 4. Business Arising from Previous Meetings

#### 4.1 Review Chart of Outstanding Items from Previous Meetings

Business arising items from previous meetings were reviewed.

- Clarification was provided that the review of the next month's topics and the opportunity to submit questions

or identify key areas to be included in the presentations will be incorporated under item 10 'Next Meeting' (not an additional agenda item)

- Review of the SEAC email account will be covered under agenda item 9.1 SEAC Webinar

## **5. Action Items**

### **5.1 Special Education Plan (pages 56 to 70)**

**L. Cipparrone**

Members conducted a page-by-page review of the Special Education Plan pages 56 to 70.

A request was put forth to add an agenda item to review the process that SEAC has regarding the review and update of the Special Education Plan (SEP) to determine if the process should be amended. The floor was opened for discussion, questions were put forth and discussion ensued around the current process and the reasons it was adopted. It was clarified that in the alternate year where a page-by-page review is not done, questions/updates in regard to the SEP can be put forth at any time throughout the year. As required, SEP items requiring discussion can be added to the next agenda if received by the Friday prior to the agenda release.

The request that an agenda item to review the current Special Education Plan review and update process be added to the next agenda was put to a vote and was defeated.

Several minor adjustments for the SEP were identified; further information, changes or comments on any section of the Special Education Plan can be submitted via email.

### **5.2 Draft 2016-2017 Accessibility Plan**

**L. Cipparrone**

B. Agnew has accepted replacing C. Parreira as a representative for SEAC on the Accessibility Review Committee work group. Feedback was requested for the draft 2016-2017 Accessibility. No feedback was put forth; further input may be sent via email.

### **5.3 Invitation to Respond – Policy II-12 Management of Aggressive Student Behaviour within Our Schools**

**L. Cipparrone**

Members of SEAC received an invitation to respond to Policy II-12. Some clarification was requested and provided; no input was received.

Further input from associations can be sought; any further feedback was requested by Friday; the Chair will compile and submit a response on behalf of SEAC.

## **6. Communications to SEAC**

### **6.1 Superintendent's Report**

**B. Browne**

Updates on the following were provided:

- ISERT and Consultants are currently partnering with schools working on (all) transitions
- 2 HCDSB staff members presented at the Mental Health Educators Conference in Ottawa in April on Mental Health and Creating Inviting Schools; photos were shared
- The April 22 PA day included a day on Mental Wellness for Educational Assistants
- As part of the Halton FASD Resource Team 2 HCDSB Staff have completed training regarding best practices to support children with Fetal Alcohol Spectrum Disorder and have taken the lead in ongoing capacity building and coaching
- All central special education staff participated in a Demystifying FASD conference last week
- 5 weeks of Camp Unity are scheduled for this summer; HCDSB has partnered with community partners to provide spaces
- Request have been received from other Boards around our Student Independence model; HCDSB is sharing what we believe and the research around independence
- SEAC members participation in the Student Awards of Excellence is appreciated; a letter was received from the Bishop which noted the Spirit of Inclusion award and how it was inspiration on see students come up for the awards; pictures were shared

- Deaf and Hard of Hearing Picnic at Lowville Park on May 17<sup>th</sup>; pictures were shared
- Cameron Helps Team Unbreakable Mothers' Day Run took place on Saturday May 7<sup>th</sup> at Spencer Smith Park in Burlington, staff volunteered and participated; the run is done in partnership with HDSB and Cameron Helps; pictures were shared
- Life Skills Spring Prom took place at Jean Vanier Catholic Secondary School on May 19<sup>th</sup>; pictures were shared
- This year's Annual Torch Run will take place Thursday, June 2<sup>nd</sup>, 2016
- Special Olympics will take place Friday, June 10, 2016

## **6.2 Association Reports**

### **6.2.1 HDSA Association Report**

**D. Hotopoleanu**

HDSA World Down Syndrome Day Contest resulted in 11 Halton School Participating, 3 from HCDSB. Top prize went to Canadian Martyrs Catholic Elementary School. Pictures were shared, including the winning video.

Go 21-Halton Walk for Down Syndrome takes place on June 18, 2016 in Milton. Poster invites have been distributed to HCDSB schools to participate. Secondary schools also received a poster requesting volunteers for the day's events. Copies of both posters were provided.

## **6.3 Trustee Reports**

Trustees updated members on current Board meetings and events.

## **6.4 Sub-Committee Update**

## **6.5 Reports from Other Shareholder Meetings**

## **7. Information Items**

## **8. Questions from the Public**

None received.

## **9. SEAC Discussion/Question Period**

### **9.1 SEAC Webinar Debrief**

**L. Cipparrone**

- The email account has been setup via the Outlook Web App the account is 'seac@hcdsb.org'
- Access will include the Chair, the Vice Chair and administration
- The email will be added to the website following the debrief
- Emails will be forwarded to members as appropriate
- No questions were received following the webinar via the email account provided during the webinar
- A request prior to the webinar was received regarding providing captioning for our webinars; communications is working with I.T. to determine how this might best work
- Members received feedback requesting more (and longer) webinars
- The link to the webinar is on our website under a new SEAC page entitled 'SEAC Parent Events' at <http://www.hcdsb.org/Community/SEAC/Pages/SEAC-Parent-Events.aspx>
- Direct link is: <https://www.youtube.com/watch?v=UpC9SUFdz7M>

It was recommended that the sub-committee have a discussion regarding topics and timing for future webinars. There was discussion around activating the chat feature for the next webinar; I.T. will be consulted for options when using live chat.

## **10. Next Meeting will be Monday, June 13, 2016**

The June meeting will include the 'Year in Review'; a breakout session to determine budgetary priorities; a quick discussion on SEAC Soundbytes; and the draft agenda for September. Members were asked to think about areas

of interest they would like to see on next year's calendar of events. Any specific questions or areas of interest for the June presentation can be send via email.

## **11. Adjournment**

### **11.1 Motion for Absenteeism**

***RECOMMENDATION***

Moved by: A. Iantomasi

Seconded by: D. Rabenda

***THAT, R. Quesnel, L. Currie, C. Parreira be excused.***

***CARRIED***

### **11.2 Motion for Adjournment**

***RECOMMENDATION***

Moved by: L. Stephenson

Seconded by: D. Hotopeleanu

***THAT, the meeting adjourn.***

***CARRIED***

### **11.3 Closing Prayer**

The meeting closed with a prayer at 10:00 pm.