

LAKEHEAD DISTRICT SCHOOL BOARD

SPECIAL EDUCATION ADVISORY COMMITTEE

Jim McCuaig Education Centre
Thunder Bay, Ontario

2019 JUNE 19

MEMBERS PRESENT:

Liz Tod (Chair)
Kelly Matyasovszky (Vice Chair)
Danielle Miller
Miranda Myers
Carey Murphy (A)
Suzanne Posthumus

Trustee George Saarinen
Trustee Sue Doughty-Smith
Angela Hill
Cory Koski
Debby Dick (A)
Wilma Kleynendorst

OTHERS PRESENT:

Colleen Kappel

Lori Carson

ABSENT REGRETS:

Mike Otway
Therese Zaroski
Ruth Vannieuwenhuizen (A)
Lesley Harding (A)

Jennifer Bean
Ashley Etienne

1. **Call to Order**

Liz Tod, Chair of SEAC, called the meeting to order at 6:04 p.m.

2. **Approval of the Agenda**

Moved by Cory Koski

Seconded by Wilma Kleynendorst

"THAT the agenda for the June 19, 2019 SEAC meeting be approved."

CARRIED

3. **Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

4. **Presentations**

4.1. **Special Education Plan**

Lori Carson, Special Education Officer provided an overview of the changes to the Special Education Plan. The annual check list will be submitted to the ministry by July 31, 2019 as required.

5. Approval of the Minutes

Moved by Trustee George Saarinen

Seconded by Angela Hill

"THAT the minutes of the May 15, 2019 SEAC meeting be approved."

CARRIED

6. Business Arising From the Minutes

6.1. Letter to Minister of Education

Colleen Kappel, Superintendent of Education referenced the letter circulated in the correspondence folder at the May 15, 2019 SEAC meeting from Toronto District School Board and noted a letter of support from the LDSB SEAC is included in the meeting package.

Members by consensus approved the content of the letter with minor revisions, which will be forwarded to the Board for approval. Following Board approval the letter will be sent to the Minister of Education.

6.2. SEAC Video

Colleen Kappel, Superintendent of Education shared an update on the revised SEAC video which was played for members viewing. Members agreed the revised video is more in line with messaging they want to share. It was suggested SEAC can work on key messaging on how to be relevant for parents and staff. Colleen Kappel will follow up with Bruce Nugent to share to broader community through Facebook and other media platforms and post to the SEAC webpage.

7. Correspondence

The correspondence folder was circulated for members' perusal.

8. Advocacy Tracking

The advocacy tracking template was circulated for member completion.

9. New Business

9.1. Parent / Community Engagement Debrief

Liz Tod, Chair of SEAC opened discussion on the May 15 Parent / Community Engagement Session and asked for members' feedback on how to attract more attendees. Suggestions included sharing with PIC, School Council, and posting to the Board website – news event banner. It was noted email, texting and social media have become the more common method of communication for families. It was suggested to partner with other organizations to share information. Discussion ensued. A communication strategy will be reviewed prior to future engagement sessions.

9.2. Parent Involvement Committee (PIC) Report

There were no updates to share.

9.3. Parent Request for Letter Outlining Sick Leave Concerns

Colleen Kappel, Superintendent of Education noted this was covered in the letter to the Ministry of Education under 6.1.

9.4. 2018-2019 SEAC Work Plan - Final

The 2018-2019 SEAC Work Plan was shared and reviewed.

9.5. 2019-2020 SEAC Work Plan - Draft

Liz Tod, Chair of SEAC, shared the draft 2019-2020 SEAC Work Plan and asked members to provide input. Members were reminded adjustments to the work plan can be made as needed. Goal 6 will be updated as followings:

- One presentation from Equity and Inclusion Education Working Group (EIEWG), and
- Propose idea to EIEWG on how they can support inclusion of all students across the system. Lori Carson can share ideas with EIEWG.

Members discussed SEAC's role in advocacy. It was suggested to analysis SEAC advocacy data to determine how advocacy is accessed, if additional marking of SEAC advocacy required and what does SEAC advocacy look like going forward. A Goal 2 sub-committee will meet in the fall of 2019 to review advocacy including:

- How to analysis advocacy data;
- Website information and how to inform parents of SEAC;
- SEAC advocacy going forward; and
- How to communicate with parents, expand knowledge of SEAC and obtain feedback on what they need.

Liz Tod, Angela Hill, Cory Koski, and George Saarinen volunteered as sub-committee members.

Bruce Nugent will be invited to a future SEAC meeting to discuss using communication strategy, and the possibility of creating a SEAC Facebook page. The draft work plan will be brought to the September 2019 meeting for further discussion.

9.6. 2018-2019 PIC Funding Report

A copy of the PIC Final Funding report was shared with members. The report will be submitted to PIC as required.

9.7. 2019-2020 SEAC Draft Meeting Dates

The draft meeting schedule was reviewed and December 11, 2019 and March 11, 2020 were selected as meeting dates from those proposed for

these months. Meeting invitations will be sent to attendees for the 2019-2020 calendar year.

9.8. 2019-2020 Draft Presentation Schedule

The draft presentation schedule was reviewed. Liz Tod, Chair of SEAC references the addition of "SEAC Member Presentations". These presentations would offer individuals the opportunity to highlight the organization he/she represents and provide members with a better understanding of services offers. It was agreed organization presentations could also be presented at parent / community engagement events. Member presentations will be added as requested.

9.9. 2019-2020 Newsletter Schedule

The draft newsletter schedule was shared; members were asked to identify a month their organization would like to submit information to include in school newsletters. Members can email Robin Orr if interested in including their organization on the newsletter schedule.

10. Information/Inquires & Association Reports

Cory Koski and Debbie Dick have been re-elected to Autism Ontario.

11. Status of SEAC Budget

Liz Tod, Chair of SEAC shared that the year-end SEAC Budget and noted the amount would be adjusted slightly to reflect any outstanding year-end expenses. A request to carry forward all remaining funds will be sent to the Superintendent of Business.

12. Board Update

Trustee Sue Doughty-Smith shared highlights of the following:

- Pride Flags flying at 3 school boards and highlight of media event,
- Ecole Elsie MacGill Public School has been approved as the name for the new elementary school;
- Update on potential for Indigenous Trustee;
- Board retirement event held on June 13, 2019;
- Lakehead Public School Graduations;
- Armstrong Public School pow wow;
- Ecole Gron Morgan Public School R & R room;
- Plays being held at different schools;
- May 28 Regular Board Meeting highlights; and
- June 11, 2019 Standing Committee Meeting highlights.

13. Adjournment

Colleen Kappel, Superintendent of Education thanked everyone for their dedication to the work of SEAC and noted it was a pleasure working with the it was a pleasure working with and learning from the members of SEAC. Trustee George Saarinen acknowledged Colleen Kappel for her hard work and dedication and thanked her for her ongoing support.

Moved by Wilma Kleynendorst

Seconded by George Saarinen

“THAT we do now adjourn at 7:36 p.m.”

CARRIED