



## Special Education Advisory Committee Minutes

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Date: June 4, 2024  
Location: Haliburton County Education Centre  
Time: 5:00 p.m.

### 1. Call to order

### 2. Roll call

Chair J. Balfour called roll and confirmed that a quorum was present.

### 3. Approval of agenda

Moved by A. Rose, seconded by D. McInerney that the agenda be approved.  
Carried.

### 4. Committee action items

#### 4.1 Approval of the minutes of the May 7, 2024, meeting

Moved by S. Bullock, seconded by R. McHugh that the minutes dated May 7, 2024 be approved.  
Carried.

#### 4.2 SEAC input into the budget

The committee confirmed the following priority areas for SEAC's input into the 2024-2025 budget:

- Release time to support in-school team meetings.
- Educational assistant recruitment and retention
- A communications plan to build understanding about universal design for learning (UDL)

J. Balfour noted that the Ministry of Education recently presented on the new funding processes at a PAAC on SEAC meeting. PAAC on SEAC will be providing a guide to support SEACs in their future input into the budget processes.

Moved by K. Irons, seconded by A. Rose that the TLDSB Special Education Advisory Committee accepts the SEAC Input into the Budget Report for the 2024-2025 school year as presented, and confirms that the Committee was granted the opportunity to provide feedback. Carried.

#### 4.3 *Special Education Plan and Parent/Guardian Guide to Special Education* review

The committee reviewed the 2024-2025 *Special Education Plan and Parent/Guardian Guide to Special Education*. The revised documents are due for submission to the Ministry of Education by July 31, 2024.

## 5. Administrative updates

### 5.1 System updates

J. Johnston shared the following updates:

- J. Johnston shared her gratitude to school and special education staff for their hard work in a year that has included a major overhaul to the IEP program and processes with the introduction of the Power School Special Programs software.
- Derek Schofield, who is currently the SERT at KP Manson Public School, recently received the Director's Recognition for Innovation and Leadership Award.
- The Ministry of Education has introduced new directives (formerly called "guidelines") for the Special Equipment Allocation (SEA). The Board's corresponding procedure will be revised to address the new directives.
- The Special Programs software rollout continues, with a technician recently hired to manage backend user support and training.
- In the interest of transparency and increased communication with families the Ministry of Education has directed school boards to create third party speaker and external presentation policies and procedures. This is relevant to community partner presentations in schools.
- The review process for memorandums of agreement and collaborative agreements for private service providers has been updated to include a review by the new Community Partnerships Joint Advisory Committee comprised of mental health and special education staff.
- The new Superintendent of Learning responsible for Special Education Services, Nikki Train, will begin September 1, 2024. J. Johnston expressed her appreciation for the opportunity to work with SEAC for the past 13 years.

### 5.2 Department updates

M. Lefler shared the following updates:

- Supporting transitions for system class enrolments has been the focus of the past month.

## 6. SEAC projects

### 6.1 IEP videos update

The special education consultant team and the Communications Services Department have been working on a script to be shared with SEAC for feedback.

## 7. Other business

### 7.1 Director's Forum on Student Attendance

J. Balfour reported in the Director's Forum on Student Attendance that took place on May 31, 2024, which involved discussions with community agencies, trustees, Board staff, and parents/guardians about the reasons for the rise in student absenteeism.

### 7.2 Updates and other items for discussion

In reference to the recent passing of an Ontario student with special needs found unresponsive in a school sensory room, J. Balfour asked about the Board's guidelines and training. J. Johnston confirmed that the Board has an "Effective and Safe Use of Alternative Learning Environments" procedure in place.

### 7.3 Association and community news

S. Bullock and K. Irons reported that Community Living will be offering a calendar for families which will highlight important dates in the school year, such as Kindergarten registration, as well as community resources and supports.

K. Irons reports that Community Living is working with TLDSB Special Education Consultant Casey Roberts on a World of Work employment luncheon. Guests include representatives from small businesses and major corporations like McDonald's and Home Depot. Employers will learn and discuss supports for meaningful employment for students with special needs.

Community Living South Muskoka has hired two students to run summer camp programming for students in Grades 4 to 12 of families supported by the agency.

### 7.4 Future business.

- Alternative learning environments
- Student absenteeism: ["Why School Absences Have Exploded Everywhere" \(The New York Times\)](#)

## 8. Correspondence

There was no correspondence.

## 9. Next meeting

Date: September 3, 2024  
Location: Lindsay Education Centre | Muskoka Education Centre  
Time: 5:00 p.m.

## 10. Adjournment

Moved by A. Rose, the meeting was adjourned.