



AGENDA

Special Education Advisory Committee

Thursday, November 23, 2023

Item	Responsibility
1 Call to Order – 4:00 p.m.	A. Brennan
2 Acknowledgement of Traditional Lands	S. Binder/S. Lewis
3 Roll Call	A. Brennan
4 Approval of Agenda	A. Brennan
5 Declarations of Conflict of Interest	A. Brennan
6 Approval of Minutes from Previous Meetings a) October 26, 2023	A. Brennan
7 Delegations/Presentations a) Tier 1 Oral Language Narrative b) Grade 7 and 8 Mental Health Literacy Module Implementation Plan	M. Mertins/T. Plant K. Dostaler
8 Committee Reports Nil	
9 Staff Reports a) Draft Special Incidence Portion (SIP) letter b) SEAC school newsletter insert c) Sub-committee updates <ul style="list-style-type: none"> • Mental Health • Individual Education Plans (IEPs) 	K. Dostaler A. Brennan A. Brennan
10 Correspondence a) Nil	
11 Adjournment	

**Next scheduled meeting:
Thursday, December 7, 2023 – 4:00 p.m.**



**Special Education Advisory Committee
(SEAC) Meeting
October 26, 2023 - 4:00 p.m.**

Members present: S. Binder, S. Lewis, N. Hamilton, A. Card, A. Brennan, D. Vanderkloet, R. Howard, E. Cotman, S. Ward, L. Solski

Absent: L. Rashotte, R. Glenn, W. Haystead, J. Christie, A. James, J. Parker, E. Reynolds, T. Whittaker, C. Breau

Resource: K. Dostaler, S. Taylor-Harvey

Minutes: J. Kezar

1. Call to order

Chair Brennan called the meeting to order at 4:00 p.m. and welcomed everyone to the Special Education Advisory Committee meeting.

2. Acknowledgement of Traditional Lands

Trustee Binder offered the Land Acknowledgement.

3. Roll Call

Chair Brennan requested a roll call of members.

4. Approval of the agenda

Mover: Lisa Solski

Second: Shannon Binder

That the agenda for the October 26, 2023 Special Education Advisory Committee meeting be approved.

Carried

5. Declaration of Conflict of Interest

There was no conflict of interest declared.

6. Approval of Minutes from Previous Meetings

(a) September 26, 2023

Mover: Shannon Binder

Second: Lisa Solski

That the minutes of the September 26, 2023 meeting be approved.

Carried

7. Delegations/Presentations

a) Education and Community Partnership Programs (ECPPs)

Becky Hicks, Learning Support Coordinator, provided an overview of Education and Community Partnership Programs (ECPPs). Becky referred to the ECPP brochure and shared the program goal, which is to support students with complex social-emotional and mental health needs to stabilize, develop strategies to engage in learning, and provide a supportive transition to a classroom in their community school. As an integrated part of Ontario's education system, the ECPP:

- provides critical support to meet the needs of children and youth who cannot attend school due to their primary need for care, treatment and/or rehabilitation services;
- facilitates transitions to future education success.

Programming priorities include:

- intensive, short-term intervention with specialized staff in a small group setting (up to a maximum of 8 students per program);
- academic programming to close learning gaps with a focus on language and math, following the Ontario curriculum;
- targeted programming to support social-emotional and mental health needs with a focus on teaching strategies to support the student's needs;
- occupational therapy support with a focus on assessment and intervention to support each child to engage in learning;
- supported transitions when the student returns to their home school.

Placement is determined by a Governance Committee, based on available spaces and best fit for the student. ECPPs are located at:

- Harmony Public School (Grades 3 to 8)
- Central Hastings School (Grades 1 to 8)
- North Trenton Public School (Grades 1 to 6)
- Park Dale School (Grades 1 to 6)
- York River Public School (Grades 1 to 6)
- St. Leonard's Home (Grades 7 to 12 male students)

Superintendent Dostaler shared that ECPPs are heavily supported by mental health staff. He referenced previous discussions at SEAC, regarding the high number of students in ECPP who are diagnosed with ASD. The composition of ECPPs may be reviewed for future planning to support students with ASD. Members will be included in discussions and will have a voice on this issue.

8. Committee Reports

There were no committee reports.

9. Staff Reports

a) Special Incidence Portion (SIP) report

Superintendent Dostaler referred members to the Special Incidence Portion (SIP) report contained within the agenda package. He shared that some students who have extraordinary needs, require additional support. The Ministry has provided SIP funding to school boards, for additional staff support to ensure the health and safety both of students who have extraordinarily high needs related to their disabilities and/or exceptionalities, and others at school. Superintendent Dostaler noted that for the 2023-2024 school year, the Ministry is undertaking a review to modernize SIP allocation and temporarily adjusting the SIP funding approach by using a formula to calculate the amount for each board. As such, funding for 2023-2024 is allocated based on the school board's historical SIP allotment plus a growth rate amount. This approach was used in previous years, from 2020 to present. The funding appears to be inadequate using same size board comparators.

A discussion ensued, to contemplate drafting an advocacy letter from SEAC to request a review of the SIP funding allotment (using same size board comparators), and to advocate for increased funding for boards. A draft advocacy letter to the Ministry has been crafted, which will be circulated to members for feedback and distribution.

b) PAAC on SEAC Annual Calendar

Chair Brennan referred members to the PAAC on SEAC Annual Calendar, included in the agenda package. She noted that the calendar for 2023-2024 has not been updated on the PAAC on SEAC website as of yet. PAAC on SEAC encourages school boards to use the

[Handbook of Effective Practices for SEAC Members](#), which also includes an annual calendar of SEAC business. Chair Brennan reviewed the goals outlined and noted that we cover most items but perhaps at different times of the school year. Also posted on the [website](#), is information regarding the purpose of a SEAC, Roles and Responsibilities, and Meeting process.

c) **Goal setting 2023-2024/sub-committee breakout sessions**

Chair Brennan invited members to move into breakout sessions, to continue with discussions and planning. Sub-committee updates were shared as follows:

Mental Health

- The team is working towards creating a mental health survey for students, geared to those in special education programs, with the assistance of Information and Technology Services.
- Work will continue in collecting information to enhance mental health programs for Tier 1 to Tier 4 in HPEDSB, with the inclusion of student voice.

Individual Education Plans (IEPs)

- Members are working on the content for communication with parents/guardians to support students in pathways and the creation of a Guide to the IEP document.
- The Community Early Learning and Education Committee, has two main projects:
 - Infant and Early Mental Health project which incorporates early mental health into practice with families during pregnancy, infancy, and early childhood. Ages and Stages questionnaires are being completed for children who are two months old to four years old, which will target key indicators that kids are meeting milestones. The goal is to help close gaps in services for infants. Staff training is occurring soon, regarding data collection.
 - Transition to School Committee is working to refine the process between community care agencies who support early years, between Hastings and Prince Edward District School Board (HPEDSB) and Algonquin and Lakeshore Catholic District School Board (ALCDSB), to ensure we have similar processes.

10. **Correspondence**

There was no correspondence shared.

Chair Brennan reminded members that elections for the position of Chair and Vice-chair, will occur at the December meeting.

11. **Adjournment**

The meeting was adjourned at 5:25 p.m.

To: Special Education Advisory Committee

From: Ken Dostaler, Superintendent of Education, Student Services

Re: Grades 7 and 8 Mental Health Literacy Module Implementation Plan

Purpose

To update Special Education Advisory Committee (SEAC) members on the implementation plan for the Grade 7 and 8 Mental Health Literacy Modules.

Links to the Strategic Plan

Promote Safety and Well-being

- Support students and staff through increased awareness and access to professional mental health resources.
- Support employee mental health and wellness through professional resources, supports and innovative practices.

Background

On July 28, 2023 the Ministry released [PPM 169](#) related to Student Mental Health. The purpose of the memorandum was to outline requirements for school boards and school authorities, and the Consortium Centre Jules-Léger to provide culturally responsive, evidence-informed student mental health promotion, prevention, and early intervention services that respect students as complex individuals and provide appropriate supports for their diverse needs.

Current situation

On August 28, 2023 the Minister of Education reiterated his commitment to improving student mental health literacy in schools through the development of Grades 7 and 8 mental health literacy modules for students that will become mandatory for instruction beginning January 2024.

The mandatory mental health literacy modules for Grades 7 and 8 students will be teacher-led and are aligned with the [2019 Health and Physical Education curriculum](#). These resources have been developed by the Ministry's implementation partner, School Mental Health Ontario (SMH-ON), in consultation with experts such as SickKids Hospital. The modules follow a familiar lesson plan format and have guiding prompts and language for teachers to draw on.

Introductory video for the Grades 7 and 8 Mental Health Literacy Modules available here:
<https://vimeo.com/860932221>

There are three, 40-minute modules in Grade 7 and three, 40-minute modules in Grade 8.

Grade 7 students will learn:

- the definition of mental health and mental illness and the relationship between the two;
- how to recognize possible signs of mental health problems as well as when and where to seek support and;
- the relationship between mental health and substance use.

Grade 8 students will learn:

- about mental health stigma and ways to counteract it;
- how to manage stress and;
- ways to seek support for themselves and their peers.

Additionally, parent/guardian resources such as a tip-sheet and module-specific letters will be provided to support mental health literacy beyond the classroom. These resources:

- highlight key classroom learning to keep parents/guardians informed about what is being taught to students about mental health;
- offer conversation starters to support extended discussions about mental health at home;
- help parents/guardians identify ways to spot potential mental health problems and;
- provide resources available in schools and in their communities that parents/guardians can connect to for additional support.

Next steps

- Information session provided to administrators during the November 8, 2023, Operations Meeting.
 - Implementation team to provide release time to all Grade 7 and 8 teachers on the following dates.
 - Wednesday, November 22, 2023 - Education Centre, 9:00 a.m. to 3:00 p.m.
 - Thursday, November 23, 2023 - Education Centre, 9:00 a.m. to 3:00 p.m.
 - Wednesday, November 29, 2023 -Centre Hastings (location TBA), 9:00 a.m. to 3:00 p.m.
 - Thursday, December 7, 2023 - North Hastings (location TBA), 9:00 a.m. to 3:00 p.m.
 - Thursday December 14, 2023 - Education Centre, 9:00 a.m. to 3:00 p.m.
- *Administrators will sign up teachers to avoid confusion and/or a lack of supply coverage
- Full system implementation by January 2024

A guide to the Special Education Advisory Committee

Fall 2023

The Special Education Advisory Committee (SEAC) is a Statutory Committee of Hastings and Prince Edward District School Board (HPEDSB). Appointments to the SEAC were completed for the four-year term of the Board, commencing November 2022.

The role of SEAC is to report and make recommendations to the school board regarding any matter affecting Special Education programs and services for exceptional students.

Membership consists of associations, parents/guardians, community and school board representatives.

SEAC represents the interests of all students who have special education and/or mental health needs.

Mission

SEAC advises, advocates and supports processes that meet the educational needs of students who have special needs in the community. SEAC also works collaboratively with other SEACs to advocate for effective policies, practices and procedures across Ontario.

Goals and priorities

- report and make recommendations to the school board on matters regarding Special Education programs and services for exceptional students;
- participate in the school board's annual review of the Special Education Plan;
- participate in the school board's annual budget process as it relates to Special Education;
- advocacy.

Please join us at SEAC meetings

Parents/guardians and interested members of the public are welcome to attend, as observers or join us on [Livestream](#). Meetings typically occur on the fourth Thursday of the month at 4:00 p.m., at the Education Centre.

More information is available online at

www.HPEschools.ca > Community & Families > Resources Available > Special Education Advisory Committee



SEAC
Special Education Advisory Committee

SEAC Membership 2022-2026

Name	Representing
Shannon Binder	Trustee, South Hastings
Stacey Lewis	Trustee, South Prince Edward
Nancy Hamilton	Children's Mental Health Services
Ashley Card	Community Living Prince Edward
Lisa Rashotte	Community Living Quinte West
Andrea Brennan	Community Services of Belleville & District
Richelle Glenn	Easter Seals Ontario
Wendy Haystead	Family Space Quinte Inc.
Donna Vanderkloet	Inclusion Action in Ontario
Ryan Howard	Learning Disabilities Assoc. of Ont.
Eve Cotman	Loyalist College
Elizabeth Reynolds	Mohawks of the Bay of Quinte
Janet Christie	North Hastings Community Integration Association
Sandra Ward	Quinte Children's Treatment Centre
Andi-Lynn James	Trenton Military Family Resource Centre
Jennifer Parker	Member-at-large
Lisa Solski	Member-at-large
Resource support	
Tanya Whittaker	Ontario Principals' Council
Clinton Breau	Ontario Principals' Council
Ken Dostaler	Superintendent of Education, Student Services
Stephanie Taylor-Harvey	System Lead, Student Services
Julie Kezar	Executive Assistant, Student Services

Questions regarding SEAC may be directed to Student Services
613-966-1170 or 1-800-267-4350,
extension 62237 or by email
student_services@hpedsb.on.ca

LEARNING TOGETHER

