



**Special Education Advisory Committee  
(SEAC) Meeting  
December 7, 2023 - 4:00 p.m.**

**Members present:** S. Binder, S. Lewis, N. Hamilton, A. Card, L. Rashotte, A. Brennan, R. Glenn, R. Howard, E. Cotman, J. Christie, S. Ward, A. James

**Absent:** D. Vanderkloet, W. Haystead, J. Parker, L. Solski, E. Reynolds

**Resource:** T. Whittaker, C. Breau, K. Dostaler, S. Taylor-Harvey

**Minutes:** J. Kezar

**1. Call to order**

Superintendent Dostaler 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**

Superintendent Dostaler requested a roll call of members.

**4. Approval of the agenda**

**Mover:** Andrea Brennan  
**Second:** Shannon Binder

That the agenda for the December 7, 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) November 23, 2023

**Mover:** Ashley Card  
**Second:** Sandra Ward

That the minutes of the November 23, 2023 meeting be approved.

**Carried**

**7. Review of the election process for SEAC Chair and Vice-chair**

Superintendent Dostaler reviewed the election process for SEAC Chair and Vice-chair as set out in the Board By-Laws, Section 3.4.2. System Lead Taylor-Harvey and Julie Kezar were appointed as scrutineers for the election.

**8. Election of SEAC Chair**

Superintendent Dostaler called for nominations for the position of SEAC Chair.

Andrea Brennan nominated Lisa Rashotte for the position of SEAC Chair, and Sandra Ward seconded the nomination. Lisa accepted the nomination.

Superintendent Dostaler called for nominations for the position of SEAC Chair a final time. There were no further nominations for the position of SEAC Chair.

Superintendent Dostaler acclaimed Lisa Rashotte Chair of SEAC. Lisa thanked everyone for the opportunity.

**9. Election of SEAC Vice-chair**

Chair Rashotte called for nominations for the position of SEAC Vice-chair.

Trustee Binder nominated Ashely Card for the position of SEAC Vice-chair and Andrea Brennan seconded the nomination. Ashley accepted the nomination.

Chair Rashotte called for nominations for the position of SEAC Vice-chair a final time. There were no further nominations for the position of SEAC Vice-chair.

Chair Rashotte acclaimed Ashley Card as SEAC Vice-chair. Ashley thanked members for the nomination.

**10. Delegations/Presentations**

**a) Blind/Low Vision and Deaf and Hard of Hearing services**

Glenda McComb, DHH/BLV Coordinator, provided an overview of Blind/Low Vision and Deaf and Hard of Hearing services. She shared data pertaining to student support, assessments, equipment/technology, and Special Equipment Amount (SEA) in creating a barrier free learning environment, with various accommodations in place to support students.

**b) EQAO data review**

Stephanie Taylor-Harvey, System Lead, referred to the report contained in the agenda package regarding student achievement data from the 2022-2023 EQAO Primary and Junior Assessments of Reading for Grades 3 and 6 students with special education needs. Hastings and Prince Edward District School Board (HPEDSB) student data in comparison to Provincial data was shared with members to review and discuss, and to gather insights for next steps to improve the achievement of students with special education needs.

A discussion ensued regarding Individual Education Plan (IEP) re-culturing/gap closing, student exemption and students who are not able to fully access Grade level curriculum. Members requested that additional EQAO data be shared, including reading, math, and the Grade 10 Ontario Secondary School Literacy Test (OSSLT) as well as trends over time.

**11. Committee Reports**

There were no Committee Reports.

**12. Staff Reports**

**a) Special Education Plan review process**

Superintendent Dostaler shared that the Special Education Plan is a document that incorporates provincial standards that school boards must meet, to ensure that exceptional students in Ontario receive the best quality education possible. One purpose is to inform the Ministry and the public about special education programs and services that are provided by the board, in accordance with legislation and Ministry policy on special education. SEAC has a role to play in providing advice and feedback regarding special education programs and services, by reviewing the Special Education Plan on an annual basis. Sections of the Special Education Plan will be provided to members in advance, and then reviewed at future meetings commencing in January 2024.

b) **Tri-Board SEAC meeting**

Superintendent Dostaler noted that the Tri-Board SEAC meeting has been tentatively scheduled for Monday, May 13, 2024 at Algonquin and Lakeshore Catholic District School Board (ALCDSB) in Napanee. Dr. Laurie Faith will present on Executive Functions. Members were asked to update their calendars with this information.

13. **Correspondence**

Superintendent Dostaler referred to a final copy of the Special Incidence Portion (SIP) letter, which will be forwarded to the Minister of Education. A final copy of the letter will be shared with members at the January meeting.

14. **Adjournment**

The meeting was adjourned at 5:00 p.m.