

SPECIAL EDUCATION ADVISORY COMMITTEE REPORT

MANDATE

In the Thames Valley District School Board, the Special Education Advisory Committee (SEAC) plays a vital role in ensuring that exceptional pupils receive appropriate educational services and programs by carrying out its mandate to:

1. make recommendations to the Board in respect of any matter affecting the establishment, development and delivery of special education programs and services for exceptional pupils of the Board;
2. participate in the Board’s annual review of its special education plan; and,
3. participate in the Board’s annual budget process under section 231 of the Education Act, as that process relates to special education.

Meeting Type:	Public Board Meeting
Presented for:	Information
Date and Time of meeting	The committee met on 2024 December 04 from 6:32 p.m. to 8:58 p.m.
Content:	<p>The committee completed the following actions to work towards fulfilling its mandate:</p> <p>Election of 2025 SEAC Chair and Vice Chair</p> <p>Superintendent Bruce presided over the election of the 2025 SEAC Chair and called for nominations.</p> <p>Trustees Mai, Moore and Pizzolato were nominated. Trustee Pizzolato declared acceptance of the nomination.</p> <p>Trustees Mai and Moore thanked their nominators and declined the nomination.</p> <p>Trustee Pizzolato was acclaimed to the office of the Chair of SEAC for the term ending 2025 December 30 and assumed the Chair.</p> <p>Chair Pizzolato called for nominations for the position of Vice Chair of the SEAC for 2025.</p>

Committee members Fortnum, Read, and Morse were nominated. Committee members Fortnum and Morse declared their acceptance of the nomination. Committee member Read declined the nomination.

Members Fortnum and Morse spoke to the nomination in random order.

Member Morse was elected to the office of Vice Chair of the SEAC for the term ending 2025 December 30.

Chair Pizzolato stepped down from the Chair and Vice Chair Morse assumed the Chair.

Review of SEAC Self-Assessment Summary of Feedback

Vice Chair Morse encouraged committee members to complete the committee self-assessment survey and noted the upcoming deadline.

It was noted a summary of last year's feedback was included in the meeting package.

Educational Community Partnership Programs

Superintendent Bruce presented an overview of the Education and Community Partnership Program (ECP) at the Thames Valley District School Board (TVDSB) and how it connects to the Special Education department, outlining the mandate and operations.

SEAC Key Issue - Enhancing Early Interventions and Special Education Programs

System Principal Nichols facilitated the group exercise. Members were asked to consider the SEAC's role and particular strengths or resources the SEAC brings to each of the previously identified priorities.

Feedback was captured by Administration.

IEP Audit Presentation

Superintendent Bruce introduced Learning Coordinator Slack who presented the process of conducting Individual Education Plan (IEP) audits. Strengths, areas for growth, and next steps were detailed.

	<p>A Point of Order was addressed by the Vice Chair regarding the sound in the room.</p> <p>It was noted that once the date of the spring audit is finalized, it will be brought back to the SEAC.</p> <p>Vice Chair Morse extended appreciation to the presenter.</p> <p>Correspondence (Standing Item)</p> <p>a. Letter to Ontario College of Teachers</p> <p>Vice Chair Morse shared a letter from the Limestone District School Board's Special Education Advisory Committee to the Ontario College of Teachers discussing teacher training and gaps in providing comprehensive special education training.</p> <p>Discussion involved potential advocacy strategies and next steps.</p> <p>Review of January Agenda</p> <p>Vice Chair Morse reviewed the agenda items for the January 7, 2025, meeting as outlined on the SEAC workplan.</p> <p>Announcements/Member Updates (Standing Item)</p> <p>No updates were provided.</p> <p>Next Meeting Dates</p> <p>The next meeting will be held January 7, 2025.</p> <p>Adjournment</p> <p>On motion, the meeting adjourned at 8:58 p.m.</p>
<p>Recommendations: <i>(only required when presenting for Board/COW approval)</i></p>	<p>MOTIONS <i>(if applicable)</i> None.</p>
<p>Financial Implications:</p>	<p>N/A</p>
<p>Timeline:</p>	<p>N/A</p>
<p>Communications:</p>	<p>N/A</p>
<p>Appendices:</p>	<p>N/A</p>

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3. participate in the Board’s annual budget process under section 231 of the Education Act, as that process relates to special education.

Meeting Type:	Public Board Meeting
Presented for:	Approval
Date and Time of meeting	The committee met on 2025 January 07 from 12:18 p.m. to 2:42 p.m.
Content:	<p>The committee completed the following actions to work towards fulfilling its mandate:</p> <p>Unfinished Business</p> <p>a. Input to SEAC and Special Education Plan</p> <p>Vice Chair Morse updated committee members on the process for the public to provide feedback to the Special Education Advisory Committee (SEAC) on the Special Education Plan and the process and parameters for providing a delegation to the committee. Parents/caregivers and members of the public can provide input to the Special Education Plan through the board website. In addition, they can request an opportunity to make a presentation to SEAC through the committee procedures. Individuals are limited to a 5-minute presentation. All SEAC meetings are open to the public and guests are welcome to attend in person or virtually. The Chair of the SEAC does not respond on behalf of the committee but can direct individuals on how to provide input to the SEAC.</p>

b. SEAC Key Issues – Enhancing Early Interventions and Special Education Programs (item# 9)

System Principal Nichols reviewed the potential action items from the December SEAC meeting and sought direction from the group on which items to move forward.

Discussion included the pros and cons for creating a parent pamphlet or tip sheet detailing how parents can find out about community resources, particularly regarding early intervention, and the benefits of creating a sub-committee to conduct the work versus creating working groups with dedicated work time included on the agenda.

It was noted the SEAC has created a parent resource detailing information from SEAC member organizations. Administration committed to locating the information slides and drafting a letter to SEAC member organizations with a request to provide or update their information for this document.

Administration played a video on the Individual Education Plan (IEP), noting it is available for viewing on the SEAC Teams channel.

Chair Pizzolato asked members to review the content of the video and provide feedback at the February meeting.

Speech Language Pathology Services Presentation

Superintendent Bruce introduced Manager Lambert, Supervisor Gould, and R. McGivern and E. Powell from the Thames Valley Children’s Centre (TVCC) who shared a PowerPoint presentation on the coordination between the TVCC and the Thames Valley District School Board (TVDSB) for speech and language services for students. The presentation outlined the provincial context, local service delivery model, referral pathways, service types and highlighted service challenges and wait times.

Special Incidence Portion (SIP)/Specialized Equipment Amount (SEA)

System Principal Nichols introduced Learning Coordinator Fletcher who provided an overview of the Specialized Equipment Amount (SEA) funding noting key changes on how funding was previously allocated and the funding formula for 2024-2025. It

was noted the guidelines have been provided to TVDSB staff to ensure a consistent understanding of the type of equipment eligible for funding.

The TVDSB Ontario Public School Boards' Association (OPSBA) representatives noted the possibility of bringing the SEAC's SEA funding questions directly to OPSBA.

System Principal Chevalier provided an overview of Special Incidence Portion (SIP) funding. SIP funds are currently based on an interim formula, supporting students with extraordinarily high needs who require more than two full-time staff to address their health and/or safety needs.

Call to Members - SEAC Handbook Sub-Committee

Committee members were asked to contact Superintendent Bruce indicating their interest in serving on the SEAC Handbook Sub-committee.

SEAC Meeting Dates 2024-2025

The next meeting is scheduled for February 4, 2025.

Announcements/Member Updates (Standing Item)

No updates were provided by committee members.

Chair Pizzolato noted an information night will be held to seek public input on the development of the TVDSB's budget.

Chair Pizzolato committed to providing details of the event to committee members.

Correspondence (Standing Item)

a. Motion to Send a Letter Regarding Teacher Pre-Service

Chair Pizzolato provided context for the recommendation.

Discussion included the recipients of the letter and the content including whether the SEAC needs to compile more information regarding pre-service program curriculums.

Without objection, a housekeeping amendment **TO insert** "detailed understanding of all exceptionalities and their characteristics" after "mandatory training on special education including" and **TO insert** "and implementation" before "Individual Education Plans (IEP) was adopted.

	<p>The following recommendation was moved and CARRIED:</p> <p>THAT the Chair of the Special Education Advisory Committee (SEAC) write a letter to the Minister of Education copying other boards of education and the College of Teachers, expressing Thames Valley District School Board's SEAC concerns about University teacher pre-service programs. The letter will include a request to require all University teacher pre-service programs to include mandatory training on special education, including detailed understanding of all exceptionalities and their characteristics, effective development and implementation of Individual Education Plans (IEP), the Identification, Placement and Review Committee (IPRC process) and effective instructional and assessment methods</p> <p>AND</p> <p>THAT the letter is shared with Board of Trustees for endorsement by the Board.</p> <p>The following amendment was moved and ADOPTED:</p> <p>TO Add “AND THAT the letter is shared with the Board of Trustees for endorsement by the Board” after “assessment methods.”</p> <p>2024-2025 SEAC Workplan</p> <p>Chair Pizzolato requested committee members review the SEAC workplan and submit priority items to the SEAC Chair to facilitate agenda planning.</p> <p>Action items were reviewed.</p>
<p>Recommendations: <i>(only required when presenting for Board/COW approval)</i></p>	<p>MOTIONS <i>(if applicable)</i></p> <p>THAT the Chair of the Special Education Advisory Committee (SEAC) write a letter to the Minister of Education copying other boards of education and the College of Teachers, expressing Thames Valley District School Board's SEAC concerns about University teacher pre-service programs. The letter will include a request to require all University teacher pre-service programs to include mandatory training on special education, including detailed understanding of all exceptionalities and their</p>

	<p>characteristics, effective development and implementation of Individual Education Plans (IEP), the Identification, Placement and Review Committee (IPRC process) and effective instructional and assessment methods</p> <p>AND</p> <p>THAT the letter is shared with the Board of Trustees for endorsement by the Board.</p>
Financial Implications:	N/A
Timeline:	N/A
Communications:	N/A
Appendices:	N/A