

SEAC

Section 1

A. MANDATE

Under Ontario's Education Act, every exceptional pupil is entitled to special education programs and services, which meet his or her needs. In York Region, the Special Education Advisory Committee (SEAC) [Sec. 57(1)] plays a vital role in ensuring that exceptional pupils receive appropriate educational services.

Powers of the Committee

A Special Education Advisory Committee of a board may 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.

The SEAC's responsibilities are:

- to 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;
- to participate in the board's annual review of its special education plan;
- to participate in the board's annual budget process as it relates to special education; and
- to review the financial statements of the board as they relate to special education.

Opportunity to be Heard

Before making a decision on a recommendation of the committee, the board shall provide an opportunity for the committee to be heard before the board and before any other committee of the board to which the recommendation is referred.

REFERENCES

Education Act
Section 8. (3)
Section 57. (1)

Regulation 464/97
Section 11. (1)

Regulation 464/97
Section 11. (2)

B. MEMBERSHIP**1. Composition**

Every district school board shall establish a Special Educational Advisory Committee that shall consist of,

- (a) one representative from each of the local associations, not to exceed twelve, that operates locally within the area of jurisdiction of the board, as nominated by the local association and appointed by the board, who must be:
- a Canadian citizen;
 - of the full age of eighteen years;
 - a resident within the area of jurisdiction of the board;
 - a public school elector; and
 - not employed by the board in which the member resides;
- (b) one alternate for each representative appointed under clause (a), as nominated by the local association and appointed by the board;
- (c) in addition to the members referred to in (a), the board may appoint one or more additional members who are not representative of a local association and are not members of the board or of a committee of the board; and
- (d) three trustee representatives and alternate(s) appointed by the board. The number of trustees to be appointed by the board shall be the lesser of: three or 25 percent of the total number of members of the board, rounded down to the nearest whole number. Where the number of members appointed is less than three, one alternate, as appointed by the board from among its own members, may be appointed.

Regulation 464/97

Section 2. (1)(2)(3)(4)(5)

*"local association" – an association or organization of parents that operates locally within the area of jurisdiction of a board that is affiliated with an association or organization that is **not an association or organization of professional educators** but that is incorporated and operates throughout Ontario to further the interests and well-being of one or more groups of exceptional children or adults.*

Regulation 464/97

Section 4

Section 2. (d)

2. Appointment

A local association may write to the director and/or the secretary of the board to request representation on the SEAC. A letter should include the nomination and qualifications of the nominee. The board may appoint to membership of the SEAC only those persons who qualify. Each association is entitled to one member.

For the purpose of clause (5) where there are more than twelve associations in the area of jurisdiction of the board, the board shall select the twelve local associations that shall be represented.

Note: The York Region District School Board, in addition, includes on its SEAC representatives from the elementary and secondary school principals, special education coordinators and facilitators and two Superintendents of Schools on a rotating basis.

3. Term of Office and Qualifications

Each of the persons appointed under Section (2) who are not members of the board shall have the qualifications required for members of the board that appointed them and shall hold office during the term of the members of the board and until the new board is organized.

4. Disqualifications

A member of the SEAC loses his or her seat if he or she:

- is convicted of an indictable offence;
- is absent from three consecutive regular meetings with authorization by resolution entered in the Minutes; and
- ceases to hold the qualifications to be appointed to the committee.

5. Vacancies

If a position on the SEAC becomes vacant, the board shall appoint a qualified person under Regulation 464/97 Sections 2, 3 and 4, to fill the vacancy for the remainder of the term of the person whose position became vacant.

Regulation 464/97
Section 2. (5)

Regulation 464/97
Section 2

Regulation 464/97
Section 7

Regulation 464/97
Section 8

C. FUNCTIONS OF THE COMMITTEE**1. Election of Chair and Vice-Chair**

The members at the first meeting elect one of their members as chair who shall preside at all meeting and, if at any meeting the chair is not present, the vice-chair shall act for the chair.

The vice-chair shall also be elected at the first meeting.

The vice-chair assists the chair and acts for the chair at meetings in his or her absence.

If at any meeting the chair or vice-chair is not present, the members present may elect a chair for that meeting.

Successful Practice

YRDSB's SEAC chair is a trustee and the vice-chair is an association or community representative.

2. Voting

Each appointed member of the SEAC is entitled to one vote. Alternate members may not vote if the appointed member is present at the meeting.

On every motion, the chair may vote with the other members of the committee, and any motion on which there is an equality of votes is lost.

3. Meetings

- 1) The SEAC shall meet at least 10 times in each school year.
- 2) The SEAC meetings are conducted under the same procedures as the board, which appoints them. All members should have access to and become familiar with the board's by-laws and rule of procedure for board committees.
- 3) The meetings of a board, and subject to subsection (2), meetings of a committee of the board, including a committee of the whole board, shall be open to the public, and no person shall be excluded from a meeting that is open to the public except for improper conduct.

Regulation 464/97

Section 9.(3)(4)(5)(6)

Regulation 464/97

Section 9.(7)

Regulation 464/97

Section 9.(8)

Subsection 207

Section 134, Subsection 9

- 4) A meeting of a committee of a board, including a committee of the whole board, may be closed to the public when the subject matter under consideration involves,
 - a) the security of the property of the board;
 - b) the disclosure of intimate, personal or financial information in respect to a member of the board or committee, an employee or prospective employee of the board or a pupil or his or her parent guardian.
 - c) the acquisition or disposal of a school site;
 - d) decisions in respect of negotiations with employees of the board; or
 - e) litigation affecting the board.

- 5) The presiding officer may expel or exclude from any meeting any person who has been guilty of improper conduct at the meeting.

Successful Practices

SEAC members usually meet the first Thursday of every month as approved by the committee and by the Board. It is common practice to schedule ten regular meetings per year from September to June.

Dates and times of SEAC meetings should be publicized by the Board.

Teachers, federation representatives, and parents or guardians should be encouraged to attend and observe these meetings.

SEAC alternate representatives should be encouraged to attend all meetings in order that they will be well informed should they need to act as voting members.

4. Quorum

A majority of the members of the SEAC is a quorum, and a vote of a majority of the members present at a meeting is necessary to bind the committee.

Every member present at the meeting, or his or her alternate, when attending in the member's place, is entitled to one vote.

Regulation 464/97
Section 9.(1)(2)

5. Role of Board Personnel

Personnel and Facilities

The board will make available to its SEAC the personnel and facilities that the board considers necessary for the proper functioning of the committee:

- a) an agenda and minutes within a reasonable time so that they may consider and prepare to discuss the minutes at the subsequent meeting.

The board shall provide to new members and alternate members, within a reasonable time after appointment, information and orientation respecting:

- b) the role of the committee and the board in relation to special education;
- c) Ministry and board policies relating to special education;
- d) the agenda and minutes of board meetings to the SEAC chair and vice-chair; and
- e) a schedule of meetings of the standing committees of the board.

Successful Practices

- invite teacher candidates for the Special Education Additional Qualification Ministry courses and special education staff to attend meetings on a rotating basis;
- regular presentations to SEAC about each special education program or service;
- distribution of Student Services Directory; and
- distribution of Board and Student Services organization structural charts.

6. Communications Sub-Committee(s)

Mandate

The Communications Sub-Committee mandate is to review current practices, identify needs and to recommend strategies to facilitate effective communication among Board, staff, parents and the community regarding special education programs, plans and services; and continue to enhance internal and external communication within SEAC and between SEAC and Board.

Regulation 964/97

Section 10

Regulation 464/97

Section 10(d) Clause 2(a)(b)

**SEAC Communications
Sub-Committee formed
May 1990**

Successful Practices

- a) A Communications Sub-Committee meets regularly prior to the SEAC meeting. The Communications Sub-Committee provides a report as part of the regular SEAC agenda; sets goals and objectives; and annually reviews and evaluates progress;
- b) SEAC may strike a task force or Communications Sub-Committee when needs arise as identified by the Board or the SEAC;
- c) Board Communications highlight special education;
- d) SEAC submits the Annual Report to the Board every September;
- e) In April (Volunteer Recognition Month) acknowledge the contribution of SEAC members through the Special Edition newsletter and at the April SEAC meeting;
- f) Recognize SEAC contributions and years of service at the member's last SEAC meeting;
- g) Hold an annual event such as a festive dinner to recognize and thank SEAC members;
- h) The chair, vice-chair and senior staff assist in the selection of the Jim Albery Award in honour of the late James "Jim" Albery, teacher of the PRIDE program for gifted students (Program for Individual Development & Enrichment). The purpose of this award is to recognize schools in York Region, not individual teachers, which have demonstrated innovative practices promoting excellence in special education. The vice-chair presents the award at the Board's annual awards ceremony in May; and
- i) The SEAC nominates a member of the SEAC to sit on the Parent Engagement Advisory Committee (PEAC) and Equity and Inclusivity Advisory Committee (EIAC).

D. **THE ROLE OF SPECIAL EDUCATION ADVISORY COMMITTEE**

The members of a SEAC represent all students with exceptionalities, and it is important that members respond to the needs of all exceptional students within the Board. Thus, individual members need to increase their awareness and understanding of the various exceptionalities. On an annual basis, SEAC members participate in reviewing their personal goals for sitting on the committee as well as reviewing the goals of the SEAC committee.

Successful Practices

The Special Education Advisory Committee will be responsible for reviewing and making recommendations to the Board through the Board's annual review of its special education plan relative to the provision of special programs and services in such areas as:

- a. philosophy and goals;
- b. organizational structure;
- c. policies and procedures;
- d. program delivery systems;
- e. services and facilities;
- f. professional development;
- g. in-service for SEAC members;
- h. interaction with and/or participation on other Board committees;
- i. annual reviews of the Special Education Report;
- j. the Board's annual budget for special education; and
- k. the financial statement of the Board relative to special education.

Members of the SEAC also facilitate effective communication between their association members and the Board. By acquiring and maintaining a working knowledge of special education programs and services provided by the York Region District School Board, members inform their associations of the activities of the SEAC and the Board.

Members of the SEAC participate in the development of many special education Board resources. They participate in a variety of ways:

- as members of writing teams;
- by reviewing materials and providing feedback;
- by making recommendations on matters regarding the establishment, development and delivery of special education programs and service; and
- by reviewing and making recommendations to the Board's annual review of its Special Education Report and Board Improvement Plan for Student Achievement and Well-Being (BIPSA).

Twice annually, the SEAC is presented with a budget presentation from the Associate Director of Business, at which time members of the SEAC engage in dialogue regarding financial issues and the annual planning process. In addition, the vice-chair or designate from the SEAC is identified to attend the budget planning meetings during the annual budget process.

The spirit or intent of the SEAC is one of sharing, positive attitude, trust and respect. It is vital that SEAC members work together to assist the Board to provide programs for all exceptionalities.

Each member is expected to:

1. Respond to the needs of all exceptional pupils within the Board.
2. Respect the right to privacy of individual exceptional pupils by avoiding discussion of individual cases.
3. Acquire and maintain a working knowledge of the special education programs and services provided by the Board.
4. Represent and inform the committee about the exceptionality he or she represents.

5. To this end, members should:
 - a) ensure that they are expressing the concerns of the association and not their own concerns;
 - b) keep informed and identify needs by speaking with individuals within the local association who take the counselling calls or parent calls about issues of concern to parents or guardians and by seeking out information and input in relation to issues or concerns pertaining to special education;
 - c) encourage their association members to attend SEAC meetings;
 - d) report to the members of the local association or chapter at general meetings and/or disseminate relevant information, such as voting and discussing activities at SEAC meetings, and positive outcomes that result;
 - e) provide the association with a formal report on relevant SEAC proceedings to be included in the local association's annual report and to be shared with the SEAC; and
 - f) demonstrate skills in:
 - communication
 - listening
 - presentation
 - assertiveness
 - team building
 - decision making
 - problem solving
 - negotiation
 - time management
 - research
 - note taking
 - organization
6. Be prepared for all SEAC meetings, suggest items to be placed on SEAC agenda, participate in discussions, suggest education topics, and present motions.
7. Set individual annual goals and objectives as well as those for the local association and for the SEAC. The role of an association representative on a SEAC extends beyond committee membership and attendance and may include the following:
 - being available to assist parents or guardians with IPRCs; and
 - acting as resource for parents or guardians of an exceptional student.

SAMPLE - SPECIAL EDUCATION ADVISORY COMMITTEE ANNUAL REPORT
SEAC's Mandate

In York Region the Special Education Advisory Committee (SEAC) plays a vital role in ensuring that exceptional pupils receive appropriate educational services and may 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.

Date	SEAC Motions	Action Items	Board Response
September 8, 2016	<ul style="list-style-type: none"> • That the 2015-2016 Special Education Advisory Committee Annual Report be approved and forwarded to the York Region District School Board for information. 	<ul style="list-style-type: none"> • SEAC representative F. MacDonald presented the Moment of Reflection entitled "The Animal School: Fable" by George Reavis. A copy will be provided to Committee members for information. S. Caldwell will deliver the Moment of Reflection at the October 6, 2016 SEAC meeting. • Associate Director of Education, Leadership and Learning K. Friedman provided a brief preview of the Board Improvement Plan for Student Achievement and Well-Being (BIPSA) and noted, on the Committee's request, an in-depth presentation will be provided at the October 6, 2016 SEAC meeting. At that time she will highlight more specific insight into the BIPSA. She mentioned the Director addressed the BIPSA in August and it is in the process of being made accessible to everyone. • Principal of Student Services K. Diakiw noted the Special Education Plan has been submitted to the Ministry of Education. The Plan check list accompanied it and the latest version is available on the Board website. 	<ul style="list-style-type: none"> • A copy was emailed with the October 6, 2016 agenda on September 29, 2016 • Director J. Parappally, Associate Director K. Friedman and Superintendent H. Sears presented an overview of the BIPSA at the Oct. 6 SEAC Meeting • The BIPSA is available on the Board website • The Special Education Plan is available on the Board website

Date	SEAC Motions	Action Items	Board Response
September 8, 2016		<ul style="list-style-type: none"> • Superintendent Sears will provide the SEAC with a more fulsome Math Strategy presentation at a future meeting. • There were no policies and procedures for Committee members to provide input and comment at this time. • SEAC Vice-Chair L. Ziraldo explained the upcoming student voice agenda presentations are being developed and celebrating students with exceptionalities will be highlighted at future meetings. If any organization has insight into recognizing specific students with exceptionalities to contact her. • The Board financial audit statement will be provided to the Committee after Board approval. 	<ul style="list-style-type: none"> • Superintendent H. Sears presented information on the Math Strategy at the January 12, 2017 SEAC Meeting • Members were emailed a link to the Board’s Annual Financial Statements, August 31, 2016 on December 23, 2016

Date	SEAC Motions	Action Items	Board Response
October 6, 2016		<ul style="list-style-type: none"> • SEAC representative S. Caldwell presented the Moment of Reflection entitled “In honour of the fact that October is Augmentative and Alternative Communication Awareness Month” by Kate Adhern. A copy will be provided to Committee members for information. L. Ziraldo will deliver the Moment of Reflection at the November 3, 2016 SEAC meeting 	<ul style="list-style-type: none"> • A copy was emailed with the November 3, 2016 agenda on October 27, 2016

Date	SEAC Motions	Action Items	Board Response
October 6, 2016		<ul style="list-style-type: none"> • SEAC Vice-Chair L. Ziraldo stated the 2015 student suspension and expulsion results will be addressed by Coordinating Superintendent, Equity and Community Services C. Roach and Superintendent of School Operations A. Hoyle will provide information on the Board's resiliency project. • Director of Education J. Parappally mentioned Associate Director of Education, Learning and Leadership K. Friedman and Superintendent, Student Services S. Logue will provide additional BIPSA information to a future meeting. • The SEAC Communications SubCommittee requested to have future presentations on the individual strategies within the BIPSA. SEAC members will have the opportunity to ask questions and provide input on the three strategies. • Sir William Mulock Secondary School Secondary Principal C. Spiteri-Johnson will have students presenting at the November 3, 2016 meeting as the Student Voice component of the meeting. • Superintendent Logue mentioned if any of the SEAC organizations have concerns or questions regarding the EQAO pilot project to contact her or SEAC Vice-Chair L. Ziraldo. • SEAC Vice-Chair L. Ziraldo asked the Committee to forward any questions or input regarding the BIPSA to her in order to forward to staff. 	<ul style="list-style-type: none"> • Student suspension and expulsion results were shared by Coordinating Superintendent, Equity and Community Services C. Roach at the January 12, 2017 SEAC Meeting • Presentation of the Math Strategy was made by Superintendent H. Sears at the January 12, 2017 SEAC Meeting • The BIPSA Mental Health was presented at the February 2, 2017 SEAC meeting • A video of a student was shared at the November 3, 2016 meeting, introduced by a teacher from Sir William Mulock Secondary School • No questions or concerns came forward from SEAC members regarding the EQAO pilot • No questions or concerns came forward from SEAC members regarding the BIPSA

Date	SEAC Motions	Action Items	Board Response
<p>October 6, 2016</p>		<ul style="list-style-type: none"> • SEAC Vice-Chair L. Ziraldo noted the importance of reviewing the policies and procedures and reminded members where to locate working document policies that are currently out for comment. • Members were reminded to provide registration material to Administrative Assistant A. Ballard for the November 2016 Quest Conference. • Committee members who would like to submit material for the December Special Edition Newsletter should forward it to Principal, Student Services W. Swaine as soon as possible. 	<ul style="list-style-type: none"> • No comments came forward from SEAC members regarding any policies currently under review • SEAC members C. Viney and alternate member N. Colatos to attended the 2016 Quest Conference • No submissions came forward from SEAC members regarding the Special Edition
Date	SEAC Motions	Action Items	Board Response
<p>November 3, 2016</p>		<ul style="list-style-type: none"> • SEAC representative L. Ziraldo presented the Moment of Reflection entitled “Learning Differently” by Bella Della Penna and Daniel Vlassov. A copy will be provided to Committee members for information. M. Taylor will deliver the Moment of Reflection at the December 1, 2016 SEAC meeting. • SEAC Vice -Chair L. Ziraldo mentioned the update of suspension and expulsion information will be presented to the SEAC in the near future. 	<ul style="list-style-type: none"> • A copy was emailed with the December 1, 2016 agenda on November 24, 2016 • Student suspension and expulsion results were shared by Coordinating Superintendent, Equity and Community Services C. Roach at the January 12, 2017 SEAC Meeting

Date	SEAC Motions	Action Items	Board Response
November 3, 2016		<ul style="list-style-type: none"> • The Board Improvement Plan for Student Achievement (BIPSA) Math Strategy is scheduled at the January 12, 2017 SEAC meeting and the BIPSA Modern Learning Strategy will be presented at a later date. • Coordinating Superintendent Muirhead - Toporek mentioned that the Financial Statements for the fiscal year ended August 31, 2016 are not finalized; however, following Board approval in December, the information will be posted on the public website and available to SEAC members. • The 2015 -2016 EQAO results will be shared at the December 1, 2016 SEAC meeting. • SEAC members were asked to provide input and comments on the policies and procedures: • <i>Staff Members Who Are Candidates for, or Elected to, Public Office</i> • <i>Appointment of Community Members to Board Committees,</i> • <i>Environmental Responsibility and Reusable Beverage Containers, and</i> • <i>Kilometre Allowance, Staff, Trustees and Non-Trustee Committee Members</i> • L. Ziraldo noted staff have been requested to inquire into the Appointment of Community Members to Board Committees and whether or not it will have an impact on the SEAC. As well, Provision of Health Support Services in School Settings will be presented to the Board and then to the SEAC. 	<ul style="list-style-type: none"> • Presentation of the Math Strategy was made by Superintendent H. Sears at the January 12, 2017 SEAC Meeting • Members were emailed a link to the Board's Annual Financial Statements, August 31, 2016 on December 23, 2016 and the financial statements are posted on the Board website • No input came forward from SEAC members regarding any policies currently under review

Date	SEAC Motions	Action Items	Board Response
November 3, 2016		<ul style="list-style-type: none"> • Members were asked to confirm their attendance at the Annual Holiday Dinner December 1, 2016. • Issues related to student transitions is a discussion item for the Communications Sub-Committee. • SEAC Vice-Chair L. Ziraldo stated the next SEAC meeting is January 12, 2017 and the election of the SEAC Chair and Vice-Chair will occur at this meeting. 	<ul style="list-style-type: none"> • The topic of Transitions has become an ongoing agenda item for the Communications Sub-Committee • Trustee L. Aversa was elected SEAC Chair for the 2017 year. Learning Disabilities Association – York Region representative L. Ziraldo was elected SEAC Vice-Chair for the 2017 year

Date	SEAC Motions	Action Items	Board Response
December 1, 2016		<ul style="list-style-type: none"> • On behalf of SEAC representative M. Taylor, SEAC Chair L. Aversa presented the Moment of Reflection entitled “Advice from a Tree” by Ilan Shamir. A copy will be provided to Committee members for information. Robert MacAlpine will deliver the Moment of Reflection at the January 12, 2017 SEAC meeting. • SEAC Chair L. Aversa reminded members to review Board policies and procedures currently out for comment. She mentioned there are policies and procedures which members may wish to review prior to the deadline. These include; • <i>Staff Members Who Are Candidates for, or Elected to, Public Office,</i> • <i>Appointment of Community Members to Board Committees,</i> 	<ul style="list-style-type: none"> • A copy was emailed with the January 12, 2017 agenda on December 23, 2016 • No input came forward from SEAC members regarding any policies currently under review

Date	SEAC Motions	Action Items	Board Response
December 1, 2016		<ul style="list-style-type: none"> • <i>Environmental Responsibility and Reusable Beverage Containers,</i> • <i>Kilometre Allowance, Staff, Trustees and Non-Trustee Committee Members,</i> • <i>Student/School Fees,</i> • <i>Community Involvement Hours,</i> • <i>Field Trips, One Day Trips, Short-Term Overnight Field Trips and Extended Field Trips, and</i> • <i>Respectful Workplace and Learning Environment</i> 	
Date	SEAC Motions	Action Items	Board Response
January 12, 2017	<ul style="list-style-type: none"> • Trusee Linda Aversa was elected Chair of SEAC for 2017. • Lynn Ziraldo was elected Vice-Chair of SEAC for 2017. 	<ul style="list-style-type: none"> • SEAC representative R. MacAlpine presented the Moment of Reflection entitled “Unity” by Author Unknown. A copy will be provided to Committee members for information. M. Graham will deliver the Moment of Reflection at the February 2, 2017 SEAC meeting. • A link to the video regarding a 10-yearold special needs Syrian student will be sent to members. • There were no successful practices and challenges presented. • SEAC members were asked to provide input and comments on the following policies and procedures: <ul style="list-style-type: none"> • <i>Student/School Fees, and</i> • <i>Community Involvement Hours.</i> • Associate Director of Education, Program S. Yake is to receive a SEAC orientation package. 	<ul style="list-style-type: none"> • A copy was emailed with the February 2, 2017 agenda on January 27, 2016 • The video link was emailed to SEAC members January 26, 2017 • No input came forward from SEAC members regarding the policies • An orientation package was provided to S. Yake on January 13, 2017

Date	SEAC Motions	Action Items	Board Response
January 12, 2017		<ul style="list-style-type: none"> • A replacement is being sought for Community Living Newmarket/Aurora District representative J. DeMartino who resigned from the Committee in January 2017. • Members are to forward comments or input regarding parent engagement to the SEAC representative C. Viney who is the Parent, Family and Community Engagement Advisory Committee representative. • The Equity and Inclusivity Advisory Committee (EIAC) is seeking a SEAC representative. Members are to notify SEAC Vice-Chair L. Ziraldo if they are interested. • A link to the video entitled By Any Measure will be forwarded to SEAC members. • The nomination deadline for the Jim Albery Award is February 24, 2017. • Material for inclusion in the January/February 2017 Special Edition Newsletter is due to Principal, Student Services W. Swaine by January 27, 2017. 	<ul style="list-style-type: none"> • Community Living Newmarket/Aurora District representative J. Macmillan was approved by the Board effective February 7, 2017 • A link was emailed to members on January 18, 2017 • Information submitted was included in the January/February edition and distributed to members at the February 2017 SEAC meeting

Date	SEAC Motions	Action Items	Board Response
February 2, 2017		<ul style="list-style-type: none"> • SEAC Vice -Chair L. Ziraldo requested any website information on the Board Improvement Plan for Student Achievement and Well -Being (BIPSA) Mental Health Strategy and the New Ministry Anxiety Module be shared with SEAC members. • Information regarding James Robinson Public School, the winner Leadership Award from the Ontario Association of Children’s Rehabilitation Services, will be forwarded to Committee members. • Successful practices were shared regarding the book, The Children Cannot Wait and the nomination process and school partnerships regarding the Leadership Award to James Robinson Public School. Challenges were raised regarding transportation services for students receiving care from different support services, parent engagement and community challenges for families with students in community classes. • There were no policies and procedures for Committee members to provide input or comment at this time. • The EIAC is seeking a SEAC representative. Member s are to notify SEAC Vice -Chair L. Ziraldo if they are interested. • Members were requested to use the SEAC Presentation Request Form to provide future presentation items. 	<ul style="list-style-type: none"> • Information was emailed to SEAC members February 23, 2017 • Specific concerns were addressed by Superintendent K. Diakiw with individual families and SEAC members • No interest in participating in EIAC was expressed • Requests for future presentations were discussed at the sub - committee meeting in March

Date	SEAC Motions	Action Items	Board Response
March 2, 2017		<ul style="list-style-type: none"> • Secondary Principal C. Spiteri-Johnson presented the Moment of Reflection regarding the role of educators in supporting students. A copy will be provided in Committee members for information. M. Graham will deliver the Moment of Reflection at April 6, 2017 meeting. • Members are to contact the SEAC Chair to have information provided on the outcomes received from the 2017 Student, Staff and Parent School Climate Surveys. • Manager, Research Services C. Turner to share timelines for data collection and consolidation. • Committee members are to send additional budget input to Principal, Student Services W. Swaine by March 8, 2017. • A successful practice was shared regarding the attendance at Board Advisory Committee meetings by Superintendents of Education and Student Services staff. • There were no policies and procedures for Committee members to provide input or comment at this time. • Further details on the nominations for the Jim Albery Award will be shared with Committee. • The EIAC is seeking a SEAC representation. Member are to notify SEAC Vice-Chair L. Ziraldo if they are interested. 	<ul style="list-style-type: none"> • A copy was emailed with the February 2, 2017 agenda on February 24, 2017 • Superintendent Diakiw shared dates of the various surveys at the April 6, 2017 SEAC meeting. Administrative Assistant A. Ballard shared links via email on April 7, 2017 to survey information on Board website • No additional budget information was submitted. SEAC Vice - Chair L. Ziraldo presented SEAC information to the Budget Advisory Committee on April 23, 2017 • Buttonville Public School Complex Needs Team is the winner of the 2016-2017 Jim Albery Award

Date	SEAC Motions	Action Items	Board Response
April 6, 2017		<ul style="list-style-type: none"> • SEAC representative M. Graham presented the Moment of Reflection regarding positivity. A copy will be provided to Committee members for information. C. Viney will deliver the Moment of Reflection at May 4, 2017 meeting. • Superintendent of Education, Student Services K. Diakiw stated online information regarding the parent survey would be forwarded to SEAC members in order to encourage parents to complete the survey. • Principal, Student Services J. Sepkowski asked members to contact her regarding any questions or input for the 2017 Special Education Plan. • Successful stories were shared regarding students with special needs. • SEAC Chair L. Aversa noted the Committee will be kept informed about the Georgina By-Election date. • SEAC members were asked to provide input and comments on the following policies and procedures: <ul style="list-style-type: none"> ○ <i>Field Trips, One Day Trips, Short-Term Overnight Field Trips and Extended Field Trips, and</i> ○ <i>Respectful Workplace and Learning Environment.</i> 	<ul style="list-style-type: none"> • A copy was emailed with the May 4, 2017 agenda on March 30, 2017 • Administrative Assistant A. Ballard shared links via email on April 7, 2017 to survey information on Board website • Individual requests for information were addressed by J. Sepkowski • Election dates and information was shared through the Board Report at the May 4, 2017 SEAC meeting • No input came forward from SEAC members regarding policies out for review

Date	SEAC Motions	Action Items	Board Response
April 6, 2017		<ul style="list-style-type: none"> Information will be forwarded to SEAC members regarding online material and processes related to Board policies and procedures <i>Professional Misconduct and Progressive Discipline</i> and <i>Supporting Community Concerns</i> to provide organizations up-to-date messaging for their membership. SEAC Vice-Chair L. Ziraldo asked members to forward suggestions for the May 4, 2017 Student Voice Presentation to Principals, Student Services W. Swaine and/or J. Sepkowski. The winner of the Jim Albery Award, Buttonville Public School Complex Needs Team, will be recognized at the May 10, 2017 Awards Evening. The annual Stop, Start and Continue form will be emailed to the Committee and members are to complete and return the forms to SEAC Vice-Chair L. Ziraldo or Administrative Assistant A. Ballard by the May 4, 2017 deadline. Committee members interested in providing material for the May/June 2017 Special Edition Newsletter should forward to Principal, Student Services W. Swaine by mid-May. 	<ul style="list-style-type: none"> Administrative Assistant A. Ballard emailed the policies and procedure information on April 7, 2017 Student voice presentation in May was the result of a suggestion from SEAC Vice-Chair L. Ziraldo Buttonville Public School Complex Needs Team was recognized at the May 10, 2017 Awards Night A. Ballard emailed the Stop, Start and Continue form to members on April 7, 2017 No input was received for the Special Edition

Date	SEAC Motions	Action Items	Board Response
May 4, 2017		<ul style="list-style-type: none"> • SEAC member C. Viney presented the Moment of Reflection, via audio conference, about children’s learning styles. A copy will be provided to Committee members for information. S. Facchini will deliver the Moment of Reflection at June 1, 2017 meeting. • Principal, Student Services J. Sepkowski noted the 2017 Special Education Plan will be approved at the June 1, 2017 SEAC meeting. • An overview of the 22 directions from the Ministry of Education will be presented at the June 1, 2017 SEAC meeting. • SEAC members will have the opportunity for feedback and engagement on Ministry Direction 13 at the June 1, 2017 SEAC meeting. • SEAC Vice-Chair L. Ziraldo asked the Board to provide any specific questions prior to the June 1, 2017 meeting so members can communicate with their organizations and provide input to the Board. • Additional information on the School Mental Health Assist will be available to principal associations in June 2017 to enable principles to have easy access to information for mental health and well-being supports in the schools. 	<ul style="list-style-type: none"> • A copy was provided to SEAC members at the June 1, 2017 meeting • The Special Education Plan was approved at the June 1, 2017 meeting and the motion to approve was attached to the checklist for submission to the Ministry • Associate Director S. Yake presented the Minister’s Directions at the June 1, 2017 SEAC meeting • Information in preparation for the June 1, 2017 meeting regarding the Minister’s Directions was email to members May 23, 2017

Date	SEAC Motions	Action Items	Board Response
May 4, 2017		<ul style="list-style-type: none"> • SEAC members were asked to provide input and comments on the <i>Homework</i> policy and procedures. • Successful practices were shared regarding Board staff engaged and helpful in solving an issue and contributing to a positive experience for a family and a student’s Best Buddy Prom “promposal” story. • Members were asked to return the Stop, Start and Continue forms directly to SEAC Vice-Chair L. Ziraldo or Administrative Assistant A. Ballard. • SEAC members asked to be kept informed on the reasons for Accessibility for Ontarians with Disabilities Act (AODA) Committee and the Well-Being Community Advisory Committee. 	<ul style="list-style-type: none"> • Input was reviewed and discussed at the SEAC sub-committee meeting on June 1, 2017 • Information was compiled and discussed at the sub-committee meeting on June 1, 2017 • Email from Associate Director S. Yake was sent to SEAC Vice-Chair L. Ziraldo and included in the Communications folder of the June 1, 2017 meeting

Date	SEAC Motions	Action Items	Board Response
June 1, 2017	<p>That the Special Education Advisory Committee approve the following recommendations.</p> <p>1) That the 2016-2017 Special Education Plan be approved, as amended.</p>	<ul style="list-style-type: none"> • SEAC representative S. Facchini presented the Moment of Reflection entitled Excellence. A copy will be provided to Committee members for information. L. Ziraldo will deliver the Moment of Reflection at the September 7, 2017 meeting. 	

Date	SEAC Motions	Action Items	Board Response
June 1, 2017	<p>2) That the York Region District School Board 2016-2017 Special Education Plan be submitted, as amended, to the Ministry of Education for approval.</p> <ul style="list-style-type: none"> Motion passed at the June 20, 2017 Board Meeting. 	<ul style="list-style-type: none"> Associate Director Yake requested the SEAC provide two representatives to participate on a focus group to help provide input into the development of a policy and practice that supports the development of inclusive and respectful relationships between the Board and advisory committees and to facilitate meaningful input into Board matters in accordance with Ministry Direction 13. The 2016-2017 Special Education Plan will be submitted, as amended, to the Ministry of Education for approval. Special Education Consultant K. Mahoney asked for Committee input into promoting future participation in the Community Partners Fair to enable families with children with special needs easier access to participation. Challenges were raised regarding the early student transition to school programs and the need for additional curriculum for students in Community Classrooms. Successful practices were shared regarding SEAC supports for the early student transition program, Asian Heritage Month celebrations and feedback related to the Student Climate Survey. SEAC members were asked to provide input and comments on the <i>Homework</i> policy and procedure. 	<ul style="list-style-type: none"> SEAC Vice-Chair L. Ziraldo recommended Sub-Committee Members M. Graham, F. MacDonald and L. Ziraldo participate in the focus group. S. Yake to inquire about the participation of three SEAC members The revised plan is available on the Board website The Special Education Plan was approved at the June 20, 2017 Board Meeting and the checklist was sent to the Ministry on July 5, 2017 Members were asked to provide input to Superintendent of Education, Student Services K. Diakiw

Date	SEAC Motions	Action Items	Board Response
June 1, 2017		<ul style="list-style-type: none"> • SEAC Vice-Chair L. Ziraldo recommended that because <i>Policy and Procedure #662.0, Provision of Health Services in School Settings</i> is complex in regards to the medical impact on staff and students it will be sent to SEAC Members to review and provide input. • SEAC Vice-Chair L. Ziraldo will share a draft of the Director Recruitment and Appraisal Policy with SEAC Members for review and input. • Committee members interested in attending the two available spots for the November 15-17, 2017 Quest Conference are to notify L. Ziraldo or A. Ballard. • SEAC Members were asked to review <i>An Education and Accessibility and Standards</i> guide from the Ministry's Education Standards Development Committee. • The Stop, Start and Continue feedback will be incorporated into the Action Plan for 2018. Input should be directed to L. Ziraldo. • Members were encouraged to complete the self-reflection questionnaire in the SEAC orientation package. 	<ul style="list-style-type: none"> • Administrative Assistant A. Ballard emailed the draft policy to SEAC members on June 7, 2017. Director of Education Selection Director of Education Performance Review • Administrative Assistant A. Ballard Administrative Assistant A. Ballard emailed the link to the survey input to SEAC members on June 8, 2017 and feedback was returned to SEAC Vice-Chair L. Ziraldo to forward to C. Viney (representative from AODA)

SAMPLE PRESENTATIONS MADE TO THE SEAC

- **September 7, 2017:** Assistive Technology Special Equipment Amount (SEA) Claims Low Incidence Technology Claims - S. Hewitt, Coordinator of Student Services; A. Townsend, Regional Technology Resource Teacher
- **September 7, 2017:** Introduction of Coordinators and Consultants – K. Diakiw, Superintendent of Education, Student Services; W. Swaine, Principal, Student Services; J. Sepkowski, Principal, Student Services
- **October 19, 2017:** Revised Anti-Bullying Mandate - J. Shep, Caring and Safe Schools Consultant
- **November 2, 2017:** 2017-2018 Education Funding Update – W. Muirhead-Toporek, Chief Financial Officer; T. Ellis, Senior Manager Finance
- **November 2, 2017:** Review of Student Discipline 2016-2017 – S. Logue, Superintendent of Education, Well-Being & Engagement; D. Laliberte, Secondary Principal, Caring and Safe Schools
- **December 7, 2017:** Annual Holiday Presentation – Student Performers Dr. G. W. Williams Secondary School
- **December 7, 2017:** Ministry Transformation Committee: Ministry Consultation and Input Regarding Assessment and Report Cards – S. Yake, Associate Director of Education, Program
- **January 11, 2018:** School Climate Survey Student Data Report – J. McPhee, Manager of Research Services; C. Backlund, Project Manager of Research Services
- **February 1, 2018:** Education Quality and Accountability Office (EQAO) Results – H. Sears, Superintendent of Education, Curriculum & Instructional Services; L. Hollingshead, Manager, Curriculum & Instructional Services; R. MacPherson, Consultant, Curriculum & Instructional Services; I. Damji, Consultant, Curriculum & Instructional Services; S. Hewitt, Coordinator of Student Services; J. Sepkowski, Principal, Student Services
- **February 1, 2018:** SEAC Budget Process Input Discussion - K. Diakiw, Superintendent of Education, Student Services; W. Swaine, Principal, Student Services; J. Sepkowski, Principal, Student Services
- **March 1, 2018:** Resources to Support Students with Learning Disabilities – H. Sears, Superintendent of Education, Curriculum & Instructional Services; H. Greavette, Consultant, Curriculum & Instructional Services; K. Mahoney, Special Education Consultant; S.Hewitt, Coordinator of Student Services; S. Ball, Chief Psychological Services

- **April 5, 2018:** Input on the Draft 2018-2022 Multi-Year Plan Priorities
- **May 3, 2018:** York Region District School Board Human Rights Office – A. Anirud, Human Rights Commissioner
- **May 31, 2018:** Board Improvement Plan for Student Achievement and Well-Being (BIPSA) Update – I. Damji, Coordinator, Mathematics, Curriculum & Instructional Services; R. Rosemin, Principal, Curriculum & Instructional Services; M. Cassidy, Mental Health Lead; H. Sears, Superintendent of Education, Curriculum & Instructional Services; S. Yake, Associate Director of Education

Special Education Plan Updates - Sample

The Communications Sub-Committee reviewed sections of the Plan and shared with the SEAC at each meeting.

- Section A, Introduction, updated to include how SEAC members provide input into the Special Education Plan and Summary of Feedback Chart added to the appendices.
- Updated sections to include Ministry document, *Special Education in Ontario, Kindergarten to Grade 12: Policy and Resource Guide, 2017*, and removed the three policy and resource documents that it supersedes.
- Section B, Ministry and Board Directives, added the *Caring and Safe Schools in Ontario* to the list of Ministry documents.
- In Section C, Service Delivery Models by Exceptionality, in the Category of Communication – Autism, the definition was updated based on the Autism Ontario definition and changes to the funding model.
- The Student Services Organizational Chart was updated in Section D to include Complex Needs Team as part of the professional learning support and removed Mental Health Lead, York Support Services Network and COMPASS as part of the Interdisciplinary Team.
- In Section D, updates to the following support staff and services: Autism Services, Complex Needs Services, Special Education Consultants, Psychological Services, and School Social Worker; as well as updates to the Special Education Staffing.
- New information about time frames for assessments has been included in the Special Education Plan in Section E.
- The SSNET IEP Checklist for Administrators was reviewed and updated in Section E, and SSNET templates were updated for Sections E and F.
- In Section F, Transitions, the following information was updated: Entry to School Procedures; Kinark Connections For Students templates; York Region Central Intake for Day Treatment Services; and the Work Experience Transition Document.
- Demonstration Schools Chart in Section K was updated in the Special Education Plan.
- The final updated Special Education Plan will be submitted to the Ministry of Education.

SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC) ORGANIZATIONS

2014-2018

Organization	Contact Information
Association for Bright Children – York Region North 135 Brant Street Oakville, ON L6K 2Z8	1-844-443-8332 www.abcontario.ca
Association for Bright Children – York Region South 135 Brant Street Oakville, ON L6K 2Z8	1-844-443-8332 www.abcontario.ca
Autism Ontario – York Region Chapter 11181 Yonge Street, Unit 215 Richmond Hill, ON L4S 1L2	(905) 780-1590 www.autismontario.com/york
The Canadian National Institute for the Blind 1091 Gorham Street, Suite 202 Newmarket, ON L3Y 8X7	(905) 898-6413 1-800-563-0887 www.cnib.ca
Children’s Treatment Network of Simcoe York (CTN) 13175 Yonge Street Richmond Hill, ON L4E 0G6	(905) 954-4011 (905) 773-7090 – Fax 1-877-719-4795 www.ctnsy.ca
Community Living Georgina P.O. Box 68 Sutton West, ON L0E 1R0	(905) 722-8947 (905) 722-9591 – Fax www.communitylivinggeorgina.com
Community Living Central York 195 Harry Walker Pkwy Newmarket, ON L3Y 7B3	(905) 898-3000 (905) 773-6346 (Toronto) (905) 898-6441 – Fax www.clnad.com
Community Living York South 101 Edward Avenue Richmond Hill, ON L4C 5E5	(905) 884-9110 (905) 737-3284 – Fax www.communitylivingyorksouth.ca
Down Syndrome Association of York Region P.O. Box 2063, Station B Richmond Hill, ON L4E 1A3	(416) 410-DOWN 1-800-649-3639 www.dsayr.ca

Organization	Contact Information
Early Intervention Services of York Region The Regional Municipality of York Gates of York Plaza 17310 Yonge St., Unit 9 Newmarket, Ontario L3Y 7R9	(905) 830-4444 (905) 762-0107 – Fax www.york.ca
Easter Seals of Ontario One Concorde Gate, Suite 700 Toronto, ON M3C 3N6	(416) 421-8377 1-800-668-6252 (416) 696-1035 – Fax www.easterseals.org
Learning Disabilities Association – York Region 9040 Leslie St., Suite 208 Richmond Hill, ON L4B 3M4	(905) 884-7933 (905) 770-9377 – Fax http://ldayr.org/
Learning Disabilities Association – York Region North 11181 Yonge Street, Unit 221 Richmond Hill, ON L4S 1L2	(905) 884-7933 (905) 770-9377 – Fax http://ldayr.org/
VOICE for Deaf and Hard of Hearing Children 478 Dundas St. West, P.O. Box 30045 Oakville, ON L6H 6Y3	(416) 487-7719 1-866-779-5144 (416) 487-7423 – Fax www.voicefordeafkids.com
York Support Services Network 240 Edward Street, Unit 3 Aurora, ON L4G 3S9	1-866-257-9776 (905) 898-6455 (905) 898-1171 – Fax www.yssn.ca

SUB-COMMITTEE ACTION PLAN 2018-2019

Action	Responsibility	Timeline
<p>1. Transition Information for SEAC PPM 156 – implementation – update SEAC Communications Sub Committee Agenda - monthly update</p>	Superintendent and Principals of Student Services	Ongoing
<p>2. Developing Awareness of SEAC</p> <ul style="list-style-type: none"> • Consult with the Learning Design & Development Team regarding Student Services online presence 	Superintendent and Principals of Student Services	Ongoing
<ul style="list-style-type: none"> • Provide information re SEAC in the Special Edition 	Student Services staff and SEAC members	Ongoing
<ul style="list-style-type: none"> • SEAC members to present at each meeting regarding their organization 	Monthly agenda item	Ongoing
<ul style="list-style-type: none"> • Encouragement to administrators to use information from the Special Edition in their newsletters to highlight SEAC: <ul style="list-style-type: none"> - associations and disability awareness months - presentation for meeting with time and title 	Superintendent and Principals of Student Services to message to Student Services Coordinators	September and ongoing
<ul style="list-style-type: none"> • Include SEAC meeting dates and times in Special Edition newsletter and/or internal weekly communication to school SERTs and administrators 	Principals of Student Services	Ongoing
<ul style="list-style-type: none"> • Invitation of SEAC representatives to SERT networks and other professional development opportunities 	Superintendent and Principals of Student Services to message	Ongoing
<ul style="list-style-type: none"> • Invitation for SEAC to attend Quest • Share C&IS and Leadership Development communications pertinent to SEAC • Share revised SEAC powerpoint presentation 	Done Superintendents Done	Follow up at SEAC Meeting Ongoing

<p>3. Orientation of SEAC Members and Ongoing PD</p> <ul style="list-style-type: none"> • new members/alternates receive SEAC Handbook and presentation with additional training as required • set up coach/mentor for new members • utilize Ministry SEAC website • Update SEAC Handbook as required • Facilitate Team Building activity (ies) as part of SEAC meeting(s). Continue using opportunities for round table discussions • provide information and invite SEAC reps to CEC School Council Forums 	<p>Lori and Lynn</p> <p>Lynn Members of SEAC Principals of Student Services, Lynn and Lori Sub-Committee and presenters Sub-Committee and Superintendents</p>	<p>Ongoing</p> <p>Ongoing Ongoing Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>
<p>4. Renewal of Support Materials</p> <ul style="list-style-type: none"> • review Special Education Plan monthly • review Brochures annually • provide Mental Health/Wellbeing updates/resources 	<p>Sub-Committee/SEAC</p>	<p>Ongoing</p>
<p>5. Special Education Programs & Services</p> <ul style="list-style-type: none"> • provide opportunities for discussion of Special Ed Programs and Services (as per Special Ed Plan) at meeting 	<p>Superintendent, Principals of Student Services, SEAC/Sub-Committee</p>	<p>Ongoing</p>
<p>6. SEAC Representation on Work Groups</p> <ul style="list-style-type: none"> • continue representation of SEAC on <ul style="list-style-type: none"> ▪ Parent, Family, Community Engagement Advisory Committee ▪ AODA Advisory Committee ▪ Student Success ▪ Equity and Inclusivity Committee ▪ Well-being Working Group ▪ LD Steering Committee <p>and ensure communication among Board committees and sub-committee members</p>	<p>Sub-Committee Carolyn Viney</p> <p>Carolyn Viney Flora MacDonald Rahila Chughtai Lynn Ziraldo Lynn Ziraldo</p>	<p>Ongoing</p>
<p>7. Ongoing Communications</p> <ul style="list-style-type: none"> • Consider future topics for SEAC presentations • Continue developing Annual Report • Evaluate our role as SEAC through Stop/Start/Continue template • Red Communication Folder to be shared at each SEAC meeting 	<p>Sub-Committee Sub-Committee</p> <p>Sub-Committee</p> <p>Sub-Committee</p>	<p>Ongoing Monthly</p> <p>Annually</p> <p>Monthly</p>

<ul style="list-style-type: none"> • Minutes of committee representation in #6 above shared at sub-committee • Sharing of information among SEAC members of upcoming events • Ongoing review of successful practices and challenges from SEAC meeting 	Sub-Committee Lori and Lynn Sub-Committee	Monthly Ongoing Monthly
8.YRDSB and Ministry Initiatives – <ul style="list-style-type: none"> • Continue our focus of receiving updates on the implementation of initiatives • Provide updates of all initiatives at SEAC meetings as appropriate 	Sub-Committee Superintendents/Lynn	Ongoing Ongoing
9.YRDSB Plans: Board Improvement Plan for Student Achievement and Well-being, School Improvement Plan, Multi Year Plan, Director’s Annual Plan, and committee plans <ul style="list-style-type: none"> • Review and provide input • Focus on various exceptionalities as required 	Sub-Committee Sub-Committee	Ongoing Ongoing
10. Annual Celebration <ul style="list-style-type: none"> • Plan December festive dinner celebration with performances by students with exceptionalities 	School Board Rep to review	Annually

Annual Calendar of SEAC Business

Month	Annual Activities
September	<ul style="list-style-type: none"> • Review Special Education Report submitted to Regional Office September 1 • Review special education component of draft Board Improvement Plan for Student Achievement • Review school board Accessibility Plans • Develop or review SEAC annual goals/agenda • Share information on process for nomination of new SEAC members • Determine the date of last meeting for SEAC term
October	<ul style="list-style-type: none"> • Develop process for review of Special Education Report • Request update on last EQAO results: including deferrals, exemptions, participation rates and accommodations provided for special education students and achievement levels • Develop orientation process for new SEAC reps
November	<ul style="list-style-type: none"> • October Report data: request numbers of exceptional students, placement data, suspensions/expulsions data • IEP update: request confirmation that all first term IEP reviews are completed
December	<ul style="list-style-type: none"> • If meeting held, finalize goals for SEAC • Start discussions on special education program and services changes being considered for following year • Confirm details of training sessions for new SEAC members and review SEAC Handbook contents
January	<ul style="list-style-type: none"> • Financial update: Re: Special Education grants, expenditures and reserve fund amount and budget process • SEAC participation on ODA Accessibility Planning Committee
February	<ul style="list-style-type: none"> • Review proposed changes to preliminary special education programs and services • Provide an IEP update
March	<ul style="list-style-type: none"> • Continue discussion of special education programs and services
April	<ul style="list-style-type: none"> • Request preliminary budget forecast for special education
May	<ul style="list-style-type: none"> • Information update and discussion re: Special Education Report and budget
June	<ul style="list-style-type: none"> • SEAC recommendations regarding Special Education Report and budget • Request special education statistics (including IEP and IPRC) for September meeting • Develop draft SEAC annual agenda and goals