
Special Education Advisory Committee Meeting
Minutes

Wednesday, October 25, 2023
Virtual, Microsoft Teams – 6:00 – 7:01pm

SEAC Members & Quorum Tracking

SEAC Members	October 25, 2023
Donna Nielsen (Chair) <i>CDSBEO Trustee</i>	<i>Present</i>
Natalie Cameron (Vice-Chair) <i>Children's Aid Society of the United Counties of SD&G</i>	<i>Present</i>
Karen McCallister <i>CDSBEO Trustee</i>	x
Tom Jordan <i>Family and Children's Services of Lanark, Leeds and Grenville</i>	<i>Present</i>
Cathy Bridson <i>Rural FASD Support Network</i>	<i>Present</i>
Anna Lafrance <i>Easter Seals</i>	x
Susie Trotter <i>Child and Youth Mental Health Services, Cornwall Community Hospital</i>	<i>Present</i>
SEAC Member Alternates	
Cathie Knapp-Fisher <i>Family and Children's Services of Lanark, Leeds and Grenville</i>	x
Judith Peak <i>Rural FASD Support Network</i>	x
Kaitlyn Bissonnette <i>Children's Aid Society of the United Counties of SD&G</i>	x
Sue Wilson <i>CDSBEO Trustee, Alternate</i>	<i>Present</i>
Board Resource Staff	
Heather Gerber <i>Superintendent of School Effectiveness</i>	<i>Present</i>
Angela McNamee <i>Principal of Special Education</i>	<i>Present</i>
Sarah Price <i>Administrative Assistant to Superintendent Gerber</i>	<i>Present</i>
SEAC Quorum	6/7 – Quorum Achieved

1. Welcome, Introductions and Roll Call

2. Territory Acknowledgement

Principal Angie McNamee acknowledged the Territory.

3. Opening Prayer

Principal Angie McNamee led the group in opening prayer

4. Approval of Agenda

Chair Donna Nielsen made the correction of our January date to confirm our January SEAC meeting is taking place on January 24th, 2024.

Moved by: Susie Trotter *Carried*

5. Receiving of approved minutes from Wednesday, September 27th, 2023, SEAC Meeting.

SEAC minutes were electronically approved on October 11, 2023. Chair Donna Nielsen motioned to receive the minutes as presented.

Moved by: Tom Jordan *Carried*

**6. PPM124 – Community Involvement Hours in Secondary Schools Presentation –
Superintendent Tracy O'Brien, CDSBEO**

- PPM124 replaces PPM12A “Ontario Secondary School Diploma Requirement: Community Involvement Hours” with a focus on Equity and Inclusion, the Ministry mandated that consultation needed to take place at the board level with our SEAC members, our Indigenous department, our broader community partners and the CDSBEO Catholic School Councils. Likewise, there are requirements for the board, school staff, parents, and students in PPM124.
- The purpose of the community involvement requirement is to encourage students to develop awareness and understanding of civic responsibility and of the role they can play in supporting and strengthening their communities. Students are encouraged to see the importance of serving others and being a contributing member of society. Along with this, students develop transferable skills and explore potential career opportunities.
- Community Involvement Requirements
 - 40 hours minimum graduation requirement.
 - Hours can be completed in small amounts or all 40 hours can be completed at once (Gr. 9-12).
 - Hours can be started/completed in the summer between Gr. 8 and Gr. 9.
 - Students are also able to work towards community involvement during the summer.
 - Students will not be paid for performing any community involvement activity (nor can they perform work in what is normally a paid position).

- The principal must approve the community involvement activity (using the appropriate form) prior to student participation.
 - Upon completion of 40 hours, principals will review and sign off on the completion of the form and add the school will add this prerequisite to the student's transcript. in a timely manner.
- It is the responsibility of the Board to implement community involvement activities through our secondary schools. The school board is also asked to develop a list of known places and approved activities in conjunction with local school councils, the Special Education Advisory Committee, Indigenous partners and our insurers. Examples of some approved activities include volunteering for children's liturgy, community fairs, assisting with youth programs such as Boy Scouts/Girl Guides, etc.
- While completing the list of approved activities, we are also including a list of activities that the Ministry of Education and Training has stated are ineligible (e.g., involves operation of a vehicle, power tools, or scaffolding, contravenes the policies and procedures of the organization that is supervising the student's community involvement activities, etc.).
- Board approved activities and all ineligible activities are based on the guidelines from the Ministry of Education and will be available on the CDSBEO website in the coming weeks.
- It is the organization and individuals' responsibility to verify the date(s) and the number of hours completed on the "Completion of Community Involvement Activities" form. The organization or individual hosting the activity is also responsible for providing the student with safety instructions and training/supervising the student to ensure a safe and mutually beneficial volunteer experience.
- It is the student's responsibility to understand that as a student in Catholic Education we are called to the service of others. They are also encouraged to develop an understanding of the various roles they play in their community, develop an appreciation for their community, and foster valuable and long-term community relationships. Students will use the "Notification of Planned Community Involvement Activities" form, plan and receive approval from the principal to participate in any community involvement activity and will complete all 40 hours of community involvement required for graduation and submit the "Completion of Community Involvement Activities" form to their school.
- As next steps, the CDSBEO plans to continue presenting this information in the fall and a list of suggested volunteer activities will be posted on the CDSBEO website. These presentations will also be given to students in each of our secondary schools. Communication will be distributed centrally to all parents. In the Spring of 2024, we will begin phase 2 and start to educate our Elementary principals and Gr. 8 students about the Community Involvement updates.
- Superintendent Tracy O'Brien opened the floor to Committee members and answered all questions brought forward.

7. Association Updates

a. **Family and Children's Services of Lanark, Leeds and Grenville – Tom Jordan**

National Day of Action for Missing and Murdered Indigenous Women and Girls – On October 4, 2023, we observed the National Day of Action for Missing and Murdered Indigenous Women and Girls, we added our voice to the collective call to bring an end to the injustices suffered by Canada's Indigenous Women and Girls.

World Teachers' Day – FCSLLG recognized and celebrated world Teachers' Day on October 5, 2023, with the aim being to raise awareness of the importance of the role played by teachers all over the world.

World Mental Health Day – On October 10, 2023, we celebrated World Mental Health Day with the theme "Mental Health is a Universal Human Right". World Mental Health Day 2023 was an opportunity for people and communities to unite behind the theme "Mental Health is a Universal Human Right" to improve knowledge, raise awareness and drive actions that promote and protect everyone's mental health as a universal human right.

International Day of the Girl Child – On October 11, 2023, we celebrated little girls with dreams becoming strong women with a vision.

Angel Tree Initiative – Our annual initiative has started and is to support children/youth and families during the Christmas/Holiday season.

Community Closets – Our community closets are open in a number of locations. These "closets" supply gently used clothing, diapers, new toys, etc., for our families. This resource is stocked by donations to the agency.

Dress Purple Campaign – Every October, Children's Aid Societies across Ontario raise awareness about the important role individuals and communities play in supporting vulnerable children, youth and families through the provincial Dress Purple Day campaign on October 27, 2023.

b. **Rural FASD Support Network – Cathy Bridson**

This November, members from Rural FASD Support Network will be attending the CanFASD Conference in Saskatoon. CanFASD is Canada's first comprehensive national Fetal Alcohol Spectrum Disorder (FASD) research network. Rural FASD Support Network will also have an information booth at the conference.

Rural FASD Support Network will continue to attend community events to raise awareness of FASD and promote our services and the Perth Polar Bear Plunge as we

are the 2024 recipients. To learn more about the Perth Polar Bear Plunge, please visit www.polarplunge2024.ca.

Continuing to attend events twice a month. This winter we are involved in 3 Christmas parades (Brockville, Smiths Falls & Almonte). Resources for the floats and volunteers are always welcome.

Rural FASD continues to make great efforts in connecting with clients and community partners.

c. Children's Aid Society of the United Counties SD&G – *Natalie Cameron*

No formal report.

Continuing to focus on kids being in and attending school on a regular basis. Participating in many Ministry meetings where we bring up the topic of how we can help support getting children to attend school and engaging parents to send their children to school. We are also focused on the over 18 years of age individuals in our system and working hard to ensure we are getting them at a point where they can graduate.

d. Easter Seals Ontario – *Anna Lafrance*

N/A

e. Child and Youth Mental Health Services, Cornwall Community Hospital – *Susie Trotter*

A recent meeting with Bishop Macdonell Catholic School was held to review the process when mental health counselling with CYMHS is needed for students who will attend the specialized class. The mental health counselor can provide support services in the school or/and the home environment.

8. Department Update – *Angie McNamee, Principal of Special Education*

- The Individual Education Plans for all elementary and secondary students were sent home to families on or before October 17th.
- School Special Education Resource Teachers and Consultants are working together to complete the October 31st OnSIS submission to the Ministry of Education.
- CDSBEO is updating their Behavior Management System (BMS) training expectations of education workers to align with the BMS program recommendations of an annual certification. Our eleven BMS trainers who are in the role of Student Community Liaison Consultants, ABA team members and Special Education Consultants are gearing up to provide in-person BMS training for 270 Education Workers on the October 27th Professional Development Day. They are also providing

ongoing BMS training to teaching staff at individual schools through an in-service (CPLC) model.

- The Reading Intervention Teachers are working hard to support our school teams in embracing the new Language Curriculum in K-2 classrooms and have presented a sound wall lesson, complete with manipulative options to elementary administrators at the October Central Leaders' meeting. The Reading Intervention Teachers are looking forward to sharing an excerpt of this presentation with our SEAC on November 29th.

9. New Business

- a. Career Services, Brockville – SEAC Nominations
 - i. Carrie Onstein – Representative
 - ii. Ryan Billing – Alternate

All new business was tabled, more information to come.

10. Correspondence received

No correspondence received.

11. Motion to Excuse Regrets Received

Chair Donna Nielsen motioned to move the absence of Karen McAllister under regrets received.

Moved by: Tom Jordan *Carried*

Absent without notification:

Anna Lafrance, Easter Seals

12. Next SEAC Meeting

The next meeting will take place virtually at 6:00pm on Wednesday, November 29th, 2023 (Double Meeting).

13. Good News Sharing

Members shared items of good news from across our eight counties.

14. Closing Prayer

Principal Angie McNamee led the group in the CDSBEO Board Prayer.

15. Motion to Adjourn the Meeting

Chair Donna Nielsen motioned to adjourn the meeting.

Moved by: Tom Jordan *Carried*

Topics for Presentations for 2023-2024 school year:

TOPIC	DATE
Summer Learning Program	Wednesday, August 30th, 2023
Transition Planning, Grade 12 to Community	Wednesday, September 27th, 2023
PPM 124 – Community Involvement Hours in Secondary Schools	Wednesday, October 25th, 2023
Structured Literacy – Through the Lens of Reading Intervention Teachers	Wednesday, November 29th, 2023
Cornwall Police Force, Community Liaison Officer	Wednesday, January 24th, 2024
Mindful Educator Practice	<i>To be determined</i>
Living with FASD, Student Presentation	<i>To be determined</i>
Psychology of Mattering	<i>To be determined</i>
Health Unit	<i>To be determined</i>
Trauma Informed – Supporting Students through a Special Education Lens	<i>To be determined</i>
Kids in Care	<i>To be determined</i>