
Special Education Advisory Committee Meeting Minutes

Wednesday, January 29th, 2025
5:02 – 5:53pm

SEAC Members & Quorum Tracking

SEAC Members	January 29 th , 2025
Donna Nielsen (Chair) <i>CDSBEO Trustee</i>	Present
Karen McAllister <i>CDSBEO Trustee</i>	Present
Tom Jordan <i>Family and Children's Services of Lanark, Leeds and Grenville</i>	Present
Susie Trotter <i>Child and Youth Mental Health Services, Cornwall Community Hospital</i>	X
Anna Lafrance <i>Easter Seals</i>	Present
Tracy Mertz <i>Rural FASD Support Network</i>	Present
Marie-Josée Menard <i>The United Counties of SD&G CAS</i>	X
Christina Lord <i>Epilepsy South Eastern Ontario</i>	Present
SEAC Member Alternates	
Cathie Knapp-Fisher <i>Family and Children's Services of Lanark, Leeds and Grenville</i>	X
Sue Wilson <i>CDSBEO Trustee, Alternate</i>	Present
Judith Peak <i>Rural FASD Support Network, Alternate</i>	X
Nicki Hughes <i>Epilepsy South Eastern Ontario, Alternate</i>	X
Board Resource Staff	
Brent Bovaird <i>Superintendent of School Effectiveness</i>	Present
Angela McNamee <i>Principal of Special Education</i>	Present
Sarah Price <i>Administrative Assistant to Superintendent Bovaird</i>	Present
SEAC Quorum	6/8 – Quorum Achieved

1. Welcome, Introductions and Roll Call

2. Land Acknowledgement & Opening Prayer

3. Approval of Agenda

Chair Donna Nielsen added a walk-on item to the agenda concerning the Ottawa Catholic District School Board's SEAC letter to the Ministry of Education about Special Education Funding. This item is included under "Correspondence Received."

Moved by: Tracy Mertz *Carried*

4. Receiving of approved minutes from Wednesday, November 27th, 2024, SEAC Meetings.

The minutes from our double SEAC meeting on November 27th, 2024 were both approved by committee members on December 5th, 2024

5. How to Support Students' Hearing Needs – Patricia Green, CDSBEO Deaf and Hard of Hearing Teacher

Supporting students who are deaf or hard of hearing begins with empathizing with their experiences. One common challenge students face is listening fatigue, which can impact their language development. By providing the appropriate technological accommodations, such as hearing aids or cochlear implants with transmitters and receivers, we can help create an environment that fosters their success.

To support student's learning, CDSBEO follows a tiered approach:

- 1) Monitoring
- 2) Alternative Curriculum
- 3) Direct Instruction

To support students who are deaf and hard of hearing, we follow the referral process below:

- Medical Documentation from an Audiologist
- Consent from parents to participate in programming (for Tier 3 students)
- Initial assessments to support the student's profile and programming
- Ongoing support based on tiered interventions

In summary, students who are deaf and hard of hearing can have difficulty with language development. For most students, it's not that they can't hear at all, they're just missing some pieces. To support student language development, school teams along with the Teacher of the Deaf and Hard of Hearing provide them with the necessary technology, meaningful interactions and remind students that they are competent and capable learners.

6. Association Updates

a. Rural FASD Support Network

Rural FASD is in the planning stages of several 2025 events around FASD awareness and fundraising. In particular, we will have three Red Shoes Run events this summer. Further details will be available in the months to come. We also continue to have our monthly caregiver meetings that have on-site childcare on the third Saturday of each month at 10:30am on 15 Beech Street in Smiths Falls

Rural FASD has been actively spreading awareness about FASD, focusing on accessibility, OADA compliance, and hidden disabilities. We've delivered presentations to local councils and community groups to educate others about FASD and the work we do. Our community outreach efforts are ongoing, and we are building strong relationships with several organizations to further our mission.

If you someone in your community suspects a youth could have this diagnosis of FASD please reach out to pc@ruralfasd.ca that we may assist in supporting this individual and their caregivers.

b. Family and Children's Services of Lanark, Leeds and Grenville

FCSLLG is supporting free/low costs meals in Brockville from January to April 2025. More details including dates, locations and times can be found at www.foodcorelgl.ca

Our Skilled Trades event sponsored by our local Ontario Education Championship Team is scheduled for February 25, 2025 from 9:30am – 3:30pm at Algonquin College in Ottawa. Anyone interested in exploring the trades is welcome as there will be presentations by the Trades Ready Youth Program, a tour of the Ottawa Algonquin Campus, two experiential learning opportunities (carpentry and welding) and an opportunity to explore the Skilled Trades Truck.

Children's Mental Health of Leeds and Grenville is offering a free 3-part workshop "FearLess Trip P" for parents of children/youth struggling with anxiety. This will be taking place at their Brockville location on February 19, 26 and March 5 from 5-7pm. To register please call 1-800-809-2494.

c. Epilepsy South Eastern Ontario

Epilepsy South Eastern Ontario (ESEO) is a not-for-profit organization dedicated to improving the quality of life for those living with epilepsy and seizure disorders through support, education, and other resources.

March is Epilepsy Awareness Month! On the 26th of March, we encourage people to wear the colour purple to show support for those with epilepsy. This year, for March Epilepsy Awareness Month 2025, we are preparing a classroom package for educators we hope can be shared with students and the school community. I am sharing this in advance of such a critical time for many children and families living with epilepsy and seizure disorders. This package will include lesson plans, activities, and resources that can be

taught to students on March 26th. We are launching the “**Step into Purple**” campaign for the month of March. Classrooms can join the campaign by submitting a photo of their decorated classroom door between March 1st and 31st. (Let your creativity soar!)

We invite that schools interested in a package and participating in our classroom door campaign respond to Charlotte, Child and Youth Coordinator:
charlotte@epilepsyresource.org or phone: 613-542-6222.

7. Special Education Department Update – Angie McNamee, Principal of Special Education

Since November, Special Education Resource Teachers have participated in two workshops. One focusing on reading intervention and one on math intervention. CDSBEO acquired new tier 2 numeracy and literacy intervention programs to support students in their learning.

During the last few weeks and leading into February, Education Workers, Classroom Teachers and Special Education Resource Teachers continue to collaborate, review, revise and update student IEPs. IEPs will be sent home with report cards for both high school and elementary students during the month of February.

The Special Education department will be providing various professional development workshops on the January 31st PD day. These workshops include:

- Mental Health First Aid
- How to Support Students’ OT Needs
- Supporting Speech to Text – Text to Speech
- How to Support a Student with Low Vision Needs

The Special Education department is starting the process of reviewing and revising the Special Education annual report. We will be reviewing our first sections at the February SEAC meeting.

8. New Business

a. Thank you – Multi-Year Strategic Plan Participation

SEAC participated in the 2025-2030 Multi-Year Strategic Plan. The Catholic District School Board of Eastern Ontario continues to develop a new Multi-Year Strategic Plan for 2025-2030. A comprehensive consultation process, inspired by a synodal approach, has gathered initial feedback from school communities, including students, staff and parents. This collaborative effort aims to shape a strategic plan reflective of our entire Catholic community’s needs.

b. Member Nomination – Beyond 21, Cornwall

Motion

To accept Amy Malyon’s nomination as a local association member and Angela Carson’s nomination as the alternate representing Beyond 21.

Moved by: Christina Lord *Carried*

9. Correspondence Received

- a. **Memo – School Year Calendar 2025-2026**
- b. **Proposed 2025-2026 CDSBEO Calendar**
- c. **Memo – MACSE Meeting March 2025**
Distributed to all association members.
- d. **MACSE Collaboration Form March 2025**
Reviewed and collaborated on the Minister’s Advisory Council on Special Education (MACSE) form.
- e. **Ottawa Catholic District School Board’s SEAC – Letter to Ministry of Education regarding Special Education Funding**

10. Motion to Excuse Regrets Received

Susie Trotter, representative for Child and Youth Mental Health Services, Cornwall Community Hospital, notified of her absence via email.

Motion

To approve Susie’s absence as it was presented

Marie-Josée Menard, Representative of the United Counties of SD&G CAS was absent without notification.

Motion

To approve Marie-Josée’s absence for the January 29, 2025 SEAC Meeting

Moved by: Karen McAllister *Carried*

11. Next SEAC Meeting – Wednesday, February 26th, 2025 at 5:00pm

The presentation for this meeting will be “Mental Health and Supports” and the Special Education Annual Report sections reviewed will be sections 1, 3, 5, 7, 13 & 14.

12. Closing Prayer

13. Motion to Adjourn the Meeting

Moved by: Tom Jordan *Carried*

Topics for Presentations for 2024-2025 school year:

TOPIC	DATE
Reading Intervention & Supporting Student Gains	Wednesday, August 28 th , 2024
2025-2030 Multi-Year Strategic Plan Timeline	Wednesday, September 25 th , 2024
Empower Reading	Wednesday, October 30 th , 2024
Inspiring Behaviour Change: Making a Difference Each Day	Wednesday, November 27 th , 2024
Supporting Students who are Deaf and Hard of Hearing	Wednesday, January 29 th , 2025
Mental Health and Supports	Wednesday, February 26 th , 2025
Making Math Count	Wednesday, March 26 th , 2025
LD at School with Martin Smit	Wednesday, April 30 th , 2025

2024-2025 CDSBEO Special Education Funding Expenditures	Wednesday, May 28th, 2025
Final Annual Report Review	Monday, June 2nd, 2025