



**Minutes of the Special Education  
Advisory Committee Meeting**

**Wednesday, May 10, 2017  
4:00 pm – Maitland Room  
Avon Maitland Education Centre**

**Voting Members/**

**Alternates Present:** D. Pratley, C. Bennewies, K. Fox, D. Barkley, J. Costello

**Non-Voting Members:**

**Staff Present:** P. Blair

**Member Regrets:** H. Finch, M. Pfaff, M. Krebs, H. Finch, L. Harper, L. Geddes,  
T. McGregor

**Guests Present:** J. Baker, E. Moore, C. Carter

**Recorder:** C. Trotter

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**1.0 Routine Matters**

**1.1 Approval of the Agenda**

Motion to approve the agenda: \_\_\_\_\_ seconded by \_\_\_\_\_

**No quorum**

**1.2 Approval of the April 5, 2017 SEAC Minutes**

Motion to accept the minutes \_\_\_\_\_ seconded by \_\_\_\_\_

**No quorum**

**2.0 Business Arising from the Minutes**

**2.1**

**3.0 New Business**

**3.1 Safe Schools – Superintendent Baker**

Superintendent Baker's portfolio includes Student Success, Safe Schools, & International Education.

- Policy Program Memorandum (PPM) 144 Bullying Prevention and Intervention is essential for student well-being and achievement.
- Administrative Procedure (AP) #298 Safe Schools legislation & Education Act; duties of principals, duties of teachers; foster & maintain an environment needed for children and students to succeed and feel safe. Ministry of Education and AMDSB Board procedures & guidelines ensure we meet these goals.
- Mitigating factors; from Ministry of Education Policy/Program Memorandum #145; several mitigating factors, but 3 key

questions: does the pupil have the ability to control his or her behaviour; does he/she have the ability to understand the foreseeable consequences of behaviour; continuing presence in the school does not create an acceptable risk to the safety of any person. There are many other mitigating factors that a principal will take into consideration before issuing a suspension.

- Who decides suspensions, expulsions? The Principal can suspend and recommend expulsion, but significant suspensions will be done in conjunction with the regional superintendent, or Superintendent of Safe Schools, Learning Services, etc. Mitigating circumstances must be taken into consideration. Principal can recommend to expel a student and it would then go to a hearing. Rarely ever happens in AMDSB. Again, committee must consider mitigating factors.
- Exclusion: for students who are identified, the authority to exclude is given to the superintendent of Learning Services, after consultation with the Principal. This is done with parent involvement as well. For others, the authority to exclude is up to the principal in conjunction with a superintendent.
- The Violent Threat Risk Assessment Protocol (VTRA) shall be followed when principals need to respond to potential risks of violence towards students or staff. Stage 1: In-school threat assessment team; Stage 2: Community threat assessment; Stage 3: Development of risk management/student support plan.
- Code of Conduct: AP #351. This goes out to all schools to provide for all students. Reviewed 3 years ago and is being reviewed now. More reference to technology. If you have any suggestions, send to C. Trotter to pass along to Superintendent Baker, in the next couple of weeks. This will need to be completed by the beginning of June.

Questions can also be forwarded to C. Trotter.

K. Fox thanked Superintendent Baker for her presentation.

### **3.2 Budget Presentation – Superintendent Carter, E. Moore**

- C. Carter, gave background on the budget process.
- In early February, reviewed the revised estimates. At the early May meeting we talk about revenue announcements from the Ministry of Education. At the May 31<sup>st</sup> meeting, we will come to SEAC with a draft budget for SEAC review. June 7 meeting we will ask for SEACs blessing for the 2017-2018 Special Education budget. From there, the total board budget is presented to the Trustees.
- Two weeks ago received updates from the Ministry of Education. For 2017-2018 we are not seeing any changes to the grant structure.

- Handouts: envelope calculation and excerpt from a guide to the grants for student needs 17-18.
- Link to [Education Funding 2017-2018](#)
- This is a draft document any changes will be noted for the next meeting.

K. Fox thanked Superintendent Carter and E. Moore for their presentation.

### 3.3 SEAC Parent Workshop – update

- May 23, 2017: Emergent Literacy workshop will be held at Anne Hathaway P.S, with Dr. Carolyn Musselwhite. She will also use iPad technology. Help list was distributed.

### 4.0 Trustee Board Report

Trustee Pratley noted the SEAC motion was presented at the Board meeting on May 10, 2017. The motion was passed to hire Brock University: Dr. Bennett and her team to carry out additional research, with direction as to what we are looking for. Will keep SEAC posted. Part of the motion is that researchers will contact service providers.

### 5.0 Association Reports

**Foundations Huron:** Compliance is finished. Continue to work with the education and accessibility committee with the International Plowing Match (IPM). Links have been sent out to teachers to register their classes, with more information to follow. Check out the [IPM website](#) for more information. Provincially, looking at increases for ODSP and move to basic income pilot project. Looking at the way funding is distributed. Agencies will see costs rise.

**Perth District Health Unit:** Newspaper article: Bedford P.S. Health Schools Team Teaches Students To Solve Their Own Problems. [Link to article.](#)

**Autism Ontario:** June 25 is the annual walk in Goderich

**Other items:**

### 6.0 Future Agenda Items

- Orientation for SEAC members (ongoing)
- Calendar/plan of what's happening in schools
- Budget – Cheri Carter (February, May, June)

### 7.0 Date of Next Meeting

- May 31, 2017

**Future Meetings:**

- June 7, 2017 **These dates will be posted on the Board website.**

**9.0 Adjournment**

Moved by \_\_\_\_\_ to adjourn.

**No quorum.**

The Special Education Advisory Committee meeting is adjourned at \_\_\_\_\_.

**Committee Members  
2016 – 2017**

<b>Voting Members</b>	<b>Non-Voting Members</b>	<b>Alternate Members</b>
Katie Fox – Chair <i>Foundations Huron</i>	Ruth Lovell <i>Elementary Principal Rep</i>	
Marty Krebs – Vice Chair <i>Member at Large</i>	Helena Finch <i>Secondary Principal Rep</i>	Mary Lynn MacDonald <i>Member at Large</i>
Lynette Geddes <i>Trustee</i>	Peggy Blair <i>Superintendent of Education</i>	Nancy Rothwell <i>Trustee</i>
Doug Pratley <i>Trustee</i>	Missy Pfaff <i>Vice Principal</i>	Robert Hunking <i>Trustee</i>
Terri Sparling <i>Huron Perth Centre</i>	Jane Morris <i>Superintendent of Education</i>	
Jennifer Costello <i>Community Living – St. Marys &amp; Area</i>		
Trevor McGregor <i>Community Living – Stratford &amp; Area</i>		Peg Huet
Doris Barkley <i>Perth District Health Unit Autism Ontario</i>		
Carol Bennewies <i>Member at Large</i>		
Lisa Harper <i>Spina Bifida &amp; Hydrocephalus Association of Ontario</i>		