

(SEAC) Special Education Advisory Committee

Terms of Reference.....	215
Mandate/Role of SEAC	215
Membership	215
Meetings	216
Reporting	216
Communication (SEAC Community Representatives).....	217
Summary of SEAC Recommendations to Board	221

TERMS OF REFERENCE

**SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC)
2010-11**

Every district school board shall establish a special education advisory committee as per Ontario Regulation 464/97.

MANDATE

The Mandate of the Special Education Advisory Committee is as follows:

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

COMMITTEE MEMBERSHIP:

Composition

The committee membership is comprised of the following:

- 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 full age of eighteen years;
 - a resident within the area of jurisdiction of the board;
 - a separate 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) Trustees are appointed by the Board (2 regular members, 1 alternate) and the board may appoint one or more additional members who are neither representative of a local association nor members of the board or another committee of the board.

(SEAC) Special Education Advisory Committee

Voting	Non-Voting
<p>Trustee Membership: Two regular members & one alternate:</p> <ul style="list-style-type: none"> • C. Ferlisi • T. McNicol <p style="text-align: right;">Alternate: T. Ciaravella</p>	<p>Resource Personnel: Superintendent of Education: Exceptional Learners Director of Education – ex officio staff resource Coordinator, Special Programs (Elementary) Coordinator, Special Programs (Secondary) Coordinator, ASD</p>
<p>Association/Agency Membership: One regular member/one alternate member</p> <ul style="list-style-type: none"> • Autism Ontario, York Region Chapter • Community Living Association – Newmarket/Aurora District • Community Living Association – York South • Down Syndrome Association of York Region • Early Intervention Services of York Region • Easter Seal Society • Kinark Child and Family Services • Learning Disabilities Association of York Region • York Region Head Injury Support Group • York Support Services Network • Member at Large 	<p>Association Representatives: Superintendent of Education: School Leadership Elementary Principal's Association Secondary Principal's Association CUPE Local 2331 OECTA</p>

TERM OF MEMBERSHIP:

The term of SEAC is the same as the term of the Board of Trustees, and it lasts four years. The SEAC membership is appointed by the newly elected Board of Trustees at one of their first official meetings following a municipal election process.

MEETINGS:

- The SEAC shall meet at least 10 times in each school year (generally monthly from September to June).
- Dates and times of SEAC meetings are publicized by the school board on the Board website
- 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.
- A majority of the members of the SEAC is a quorum.

Voting at Meetings

Each appointed member of the SEAC, excluding Board personnel, 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.

REPORTING:

SEAC will

- provide minutes to members of the meeting outlining SEAC motions, action items, and Board responses
- provide committee reports to the Board monthly

SEAC COMMUNITY REPRESENTATIVES

AutismONTARIO - YORK REGION CHAPTER

Loyal True Blue & Orange Home

11181 Yonge Street, Suite 303

Richmond Hill, Ontario L4S 1L2

Phone: (905) 780-1590

York Region Chapter, AutismONTARIO: e-mail: york@autismontario.com

Website: www.autismontario.com/york

AutismONTARIO website: www.autismontario.com

ASSOCIATION FOR BRIGHT CHILDREN (ABC)

2 Bloor Street West, Suite 100, Box 156, Toronto, Ontario, M4W 2G7

Phone: (416) 925-6136

Through the local chapter, A.B.C. works to provide information about the social, emotional and intellectual needs of bright and gifted children at home, school and in the community and encourages appropriate educational programs. Speakers, discussions groups, newsletters and annual conferences are available for the family and interested community members.

COMMUNITY LIVING NEWMARKET/AURORA DISTRICT

757 Bogart Avenue, Newmarket, Ontario, L3Y 2A7

Phone: 905-898-3000; FAX 905-898-6441; General e-mail: clnad@clnad.com

E-mail: aboden@clnad.com; Website: www.clnad.com

COMMUNITY LIVING YORK SOUTH

101 Edward Avenue. Richmond Hill, L4C 5E5

Phone: (905) 884-9110 or (905) 889-5239; FAX 905-737-3284

E-mail: info@ysacl.ca; Website: www.ysacl.on.ca

The goal of these associations is to assist people with developmental handicaps to live in a state of dignity, share in all elements of living in the community, and have the opportunity to participate effectively. These associations work in conjunction with the school, student and their families to plan for the transition from school to community.

DOWN SYNDROME ASSOC. OF YORK REGION

1100 Gorham Street, Suite 11B-345, Newmarket, Ontario, L3Y 8Y8

(416) 410-DOWN; 1-800-649-DOWN; e-mail: info@dsayr.on.ca

Website: www.dsayr.on.ca

This association is a non-profit, charitable organization made up of a group of parents, educators, and community support professionals who firmly believe in the inherent equality of persons with Down Syndrome. We are committed to promoting a positive image of people with Down Syndrome as being valued community members.

EARLY INTERVENTION SERVICES, YORK REGION

17250 Yonge Street
P.O. Box 147, Newmarket, Ontario, L3Y 6Z1
Phone: 1-888-703-5437

Early Intervention Services of York Region offers services to children who have a developmental need, an established diagnosis, or are at risk of acquiring a developmental need. It provides consultation to families in their homes, as well as in community programs.

KINARK CHILD AND FAMILY SERVICES

24 Orchard Heights Boulevard, Unit 101A
Aurora, ON L4G 6T5
Phone: (905) 713-0700; FAX (905) 713-0045
Website: www.kinark.on.ca

The Kinark Child and Family Services Program provides a day treatment service available to students over 12 years old who are residents of the geographic Region of York.

THE EASTER SEAL SOCIETY

1185 Eglinton Avenue East, North York, Ontario, M3C 3C6
Phone: (416) 421-8377 or 1-800-668-6252, FAX (905) 416-696-1035
Website: www.easterseals.org

This society is dedicated to helping children with physical Disabilities achieve their full potential and future independence, through medical, physical and educational assistance to parents and children.

LEARNING DISABILITIES ASSOCIATION, YORK REGION

11181 Yonge St., Suite 221, Richmond Hill, Ontario, L4S 1L2
Phone: (905) 884-7933; FAX (905) 770-9377
Website: www.ldayr.org

As non-profit volunteer organizations, we provide information, support, guidance and resources for parents and professionals. Our aim is to further the educational, social, recreational, legal, medical, vocational and employment opportunities for people with Learning Disabilities.

VOICE FOR HEARING IMPAIRED CHILDREN

161 Eglinton Avenue East, Suite 701, Toronto, Ontario, M4P 1J5

Phone: (416) 487-7719; FAX (416) 487-7423

Website: www.voicefordeafkids.ca

Voice provides information and support to parents and teachers of hearing impaired children. Voice supports and provides early and intensive audio-verbal therapy for hearing impaired children.

The goal of these associations is to assist people with developmental handicaps to live in a state of dignity, share in all elements of living in the community, and have the opportunity to participate effectively. These associations work in conjunction with the school, student and their families to plan for the transition from school to community.

YORK SUPPORT SERVICE NETWORK

102 Main St. S., Unit 3, Newmarket, L3Y 3Y7

Phone: (905) 898-6455; FAX: 905-898-1171

Website: www.yssn.ca

YSSN provides case management services to individuals who have a severe mental health issue and to children and adults who have developmental disabilities. YSSN also hosts the centralized process for access to Ministry of Community and Social Services funded programs for York Region.

THE MANDATE/ROLE OF SEAC

SEAC is responsible for examining, reviewing and making recommendations and offering advice to the Board with respect to any matter affecting the establishment and development of special education programs and services and facilities for exceptional students of the Board.

Some of the areas of focus are philosophy and goals, program delivery systems, services and facilities, policies and procedures, funding, Annual Review of Special Education Plan, interaction with other Board committees in related areas and any other matters concerning special education as determined by the committee or requested by the Board.

This role of SEAC will ensure that the Board is aware and keeps pace with changing community and professional views and concerns.

ANNUAL REVIEW OF SPECIAL EDUCATION PLAN

The draft revision to the plan was presented to SEAC for input and feedback. Revised plan was submitted to SEAC for approval and forwarded to Board and Ministry.

SPECIAL EDUCATION BUDGET

The SEAC Budget Sub-committee that was established in December 2000, continues to meet on a regular basis with the Board's Financial Officers to review and discuss issues related to the special education budget. As part of the Board's budget process, SEAC provides input with regards to the special education portion of the budget and reviews the financial statements of the board as they relate to special education.

COMMUNICATION

SEAC brochures are available at all schools, agencies, and board offices. SEAC brochure includes contact numbers of the various associations. As well, this information is provided to interested parents and community members as requested.

**SUMMARY OF SEAC RECOMMENDATIONS TO BOARD
(May 2010–April 2011)**

Date	Board Report/ Recommendation to Board	Board Response
May 2010	SEAC acknowledges receipt of the revisions to the Special Education Plan and RECOMMENDS THAT the Board approve the plan as presented for submission to the Ministry of Education.	
June 2010		Motion: THAT the amendments to the Special Education Plan as presented be endorsed by the Board for submission to the Minister of Education -MOTION CARRIED-
May 25, 2011	SEAC acknowledges receipt of the revisions to the Special Education Plan and RECOMMENDS THAT the Board approve the plan as presented for submission to the Ministry of Education	
June 21, 2011		<i>Motion:</i> THAT the amendments to the Special Education Plan as presented, be endorsed by the Board for submission to the Minister of Education. - MOTION CARRIED-

Copy of the SEAC Reports to Board is included as Appendix 35 and indicates all motions as well as the other items that were discussed by SEAC.