

## Special Education Advisory Minutes (SEAC)

Thursday, April 18, 2024 | 1:00pm

Zoom Online Meeting & North Bay Board Office

### **Present:**

Tim Graves, Superintendent of Education  
Krista Holmes, Executive Assistant  
Alison Clarke, Acting Principal of Special Education  
Chantal Phillips, Trustee and Chair  
Chris Guillemette (Vice Chair), CLNB  
Kimberly Gignac, Special Ed Coordinator – North Region  
Louise Sargent, Trustee  
Jeanie Fuscaldo, Trustee  
Lisa Paradis, Special Ed Coordinator – East & West Regions  
Carol Couillard, Nbisiing Secondary  
Laura Hansman, OPVIC

### **Guest:**

Seija Van Haesendonck, Superintendent of Business

**Land Acknowledgement** – Delivered by Chair Phillips.

### **Called to Order @ 1:03pm**

Agenda Approval

Motioned by Chris Guillemette Seconded by Trustee Sargent. *Carried*

Approval of the Minutes of the January 18, 2024 meeting.

Motioned Chris Guillemette Seconded by Trustee Sargent. *Carried*

Review of the notes from March 21, 2024 meeting. Note: March meeting notes were approved by consensus and were submitted to the Board.

### **Regrets:**

Ashley St. Pierre, Trustee  
Caroline Labrecque, Nipissing First Nation  
Candy St. Onge, Almaguin Highlands Community Living

## **Business Arising from the Minutes**

### **Preliminary Budget Forecast for Special Education Presentation** by SBO Seija Van Haesendonck

- SBO Van Haesendonck delivered a presentation on the Revised Estimates, for the 2023-2024 school year. While the board originally submitted a special education budget with a deficit of \$60,000, she noted that the revised budget is a balanced budget.
- Total revenues and expenditures of \$ 23,547,845.
- During the preparation of the revised estimates in December, it was identified that following the submission of the Estimates in June 2023, that the approved SIP allocation increased by approximately \$693,000 (up from \$1.6 million to \$2.3 million).
- As a result, during completion of the Revised Estimates, \$414,188 was moved to Special Education Deferred Revenue while the increase in revenue is being reviewed to determine how to best use the funding to support students. These funds can only be used toward special education expenditures.
- October 31<sup>st</sup> enrolment remained nearly identical to the board's projected enrolment.
- Slight increase in staffing from the 2023-2024 budget of 3.8 FTE, mostly additional EA positions.
- Expenditures were broken down into charts by category and envelope.
- No funding information for the 2024-2025 budget year has been released at this time. Staff are hopeful the Ministry will release the funding information in the near future.
- SBO Van Haesendonck thanked the committee for the opportunity to present, and their questions indicated that she looks forward to hearing the committee's recommendations from SO Graves and Principal Clarke after the budget priorities discussion.

### **Budget Priorities Discussion** (review/revise May 2023 budget recommendations)

- Chair Phillips asked Principal Clarke to lead the discussion on the working draft document for SEAC Budget Recommendation for consideration for the 2024/25 school year.
- Principal Clarke shared the ten recommendations for the committee to consider and discuss.

- The committee discussed recommendations one, two, three, six and eight and agreed that the current wording of those recommendations should remain.
- The committee discussed recommendation number four and agreed that it should include references to “timely intervention, equitable access and specialized services.” Therefore, the revised wording will be as follows: “The SEAC for NNDSB supports the best possible allocation of central staff to support early and timely intervention, testing and specialized services (speech and language, hearing, sight, behaviour, Applied Behaviour Analysis) with equitable access across the regions.”
- The committee reviewed budget recommendation five and noted that the term “current” and the phrase “for our highest needs students” should be removed. Therefore, the revised wording will be as follows: “The SEAC for the NNDSB supports maintaining staffing levels for Education Assistants, through retention and recruitment strategies, across the Board to enable equitable and inclusionary practices.”
- The committee reviewed budget recommendations number seven and nine and agreed to combine these with more succinct wording to be presented by Principal Clarke during the May SEAC Committee Meeting.
- The committee discussed and agreed that budget recommendation number ten should be removed from the 2024 budget recommendations.

#### Standing Items

#### **Community Partner updates**

- Community Living – During the month of May, some community activities that everyone is welcome to join, family fun day, bike riding at City Hall. Community Living encourages SEAC members to keep up on their socials.

#### **Correspondence Received: N/A**

**Ministry/MACSE updates:** SO Graves – no updates.

#### Reports

#### **Board report** (oral) – (Board Trustee)

- Trustee Fuscaldo – Thurs April 25<sup>th</sup> – Virtual Family Math Night
- Trustee Sargent – Noted that a series of policies to update the governance model are in process. Two letters to OPISA and Minister Lecce supporting presentations made by Union Reps and Principal Council regarding the on-going

staff crisis were referenced. Anticipates some further discussion as these move forward.

### Special Education Report – Alison Clarke

- Principal Clarke noted that, at the March monthly meeting with Learn Style, it was noted that 41 new referrals for March were made with a year-to-date total of 228. 115 sessions were completed in March, with a total year-to-date for completed sessions of 937. NNDSB students will be supported to engage in Learn Style training sessions through to mid-June, at both the elementary and secondary levels.
- Principal Clarke was able to update the committee with regard to the “Removing Barriers for Students with Disabilities” project, all schools have received these materials and 6 schools have indicated interest in participating in this project in a more formal way, which will involve using the resources to co-plan, co-teach and reflect on equitable teaching practices that align with universal design for learning strategies and actions.
- Principal Clarke detailed that with regard to the Coop Project “Cooperative Education Supports for Students with Disabilities Pilot,” it is noted that an individual is being onboarded after being determined to be the successful candidate for the position. This individual will work to support students in secondary coop education courses at Laurentian Learning Centre.
- Principal Clarke reported that the special education department, alongside community partners Egale and the Children’s Aid Society as well as the NNDSB Mental Health Team, was able to support and facilitate the April 8 PD Day wherein NNDSB EAs were provided with various training and professional learning, including a trauma-informed presentation, Behaviour Management Systems training and well-being workshops. The next PD Day is noted to be on June 10<sup>th</sup>.

### SEAC chair report

- Hear from staff – Referenced violence and aggression in classrooms and spoke about having resources to reduce aggression and behaviours and noted specific things to address this.

### New Business:

- Draft Letter Review Re: EQAO by Trustee Fuscaldo (forthcoming) - This item will be deferred until Principal Walking can attend a future SEAC meeting.
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Next meeting: Thursday, May 23 at 1pm.

Adjournment Motion Chris Guillemette, Seconded by Jeanie Fuscaldo. *Carried*

Official