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**Minister's Advisory Council on Special
Education (MACSE) Recommendations
for the Ministry of Education on
Building Capacity of Special Education
Advisory Committee(SEAC)-Update**

November 5, 2011

Objective

Review and provide updates on
MACSE recommendations for
Building Capacity of SEACs





MACSE Recommendations on Building Capacity of SEAC

- Improving communication processes so that all SEACs have access to up to date information;
- Developing resources that all SEACs can access for training; and
- Developing a mechanism for the sharing of effective practices.





Immediate Actions

Recommendation	Status	Status
Send a memo from the Minister recognizing the important role of SEAC and providing a reminder on where SEAC members can find up to date information on Ministry initiatives.	<ul style="list-style-type: none"> •Letter sent by Minister Dombrowsky March, 2010 •September, 2010 Letter and Survey •April, 2011 Email •August, 2011 Email 	
Identify a lead staff member in the SEPPB for issues related to SEAC.	<ul style="list-style-type: none"> •Christine Riedel, Education Officer-English •Celine Ranger-Rush, Education Officer-French 	





Immediate Actions



Recommendation	Status	Status
Review SEAC Learning site to ensure it is up to date and comprehensive	<ul style="list-style-type: none"> •March 2010 Letter •September 2010 Letter and Survey •April 2011 Email 	
Develop a process to ensure memos and updates from Ministry regarding special education are copied to SEAC by school boards, and that copies are accessible through SEAC Learning site	<ul style="list-style-type: none"> •September 2010 Letter and Survey •SEAC Learning website 	



Immediate Actions

Recommendations	Status	Status
Investigate the challenges and resource needs of French school board and SEAC members	•Ongoing	
Review the list of special education stakeholders to ensure that all associates and organizations that support SEAC representatives are included	•In progress	

Short Term

Recommendations	Status	Status
Develop SEAC training resources that can be added to the SEAC Learning site.	<ul style="list-style-type: none">•September Letter 2010 and Survey•In progress	
Increase awareness of the SEAC Learning site and the new training resources by communicating with school board administrators and provincial associations.	<ul style="list-style-type: none">•September Letter 2010 and Survey	

Short Term

Recommendations	Status	Status
Ask Regional Office staff and MACSE members to support SEAC training through participating in school board or regional orientation or training sessions	<ul style="list-style-type: none"> •Complete •As requested 	✓
Pilot a regional meeting of SEAC members, for training and networking, in coordination with at least one Regional Special Education Council (RSEC) meeting	<ul style="list-style-type: none"> •For consideration 	✓



Short Term

Recommendations	Status	Status
In partnership with MACSE, parent associations and school boards, identify effective SEAC practices related to orientation, training, meetings, recruitment and parent engagement	•In progress	✓



Long Term

Recommendations	Status	Status
Develop a strategy to share effective SEAC practices that includes the SEAC Learning site and training sessions	•In progress	✓
Provide an annual provincial conference, or series of regional and/or teleconferences, for SEAC representatives	•For consideration	✓
Develop a SEAC handbook of effective practices to coincide with the introduction of the revised process for the School Board Special Education Plan. The handbook could be developed in partnership with provincial associations and build on the existing SEAC handbook developed by PAAC on SEAC.	•For consideration	✓

2010-11 School Year SEAC Survey

HIGHLIGHTS:

- Survey was opened from November 2010 to March 2011
- 52 SEACs responded to the survey.
- Respondents provided feedback and comments in the following categories:
 - SEAC Practices
 - SEAC Learning Website
 - Orientation
 - Public Engagement

SEAC PRACTICES

- Nearly all SEACs indicated consultation in the review of special education programs and services.
- Majority indicated providing recommendations during the review.
- Overwhelming majority of SEACs indicated consultation in the development and review of the Special Education Report.
- Half of the SEACs reported involvement in BIPSA process.
- Effective practices to maintain a collaborative, representative, and informed SEAC membership include participation on other committees of the board, regular professional development, and annually establishing values, goals, protocols, and/or priority setting.
- Challenges reported related to membership renewal, recruitment, and orientation practices.
- Several rural and large geographical area SEACs reported that the ability of members to consistently travel to monthly meetings was an additional challenge.

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2010-11 School Year SEAC Survey

SEAC LEARNING WEBSITE

- Most SEAC members are aware of the SEAC Learning website, and some visit and utilize the site regularly.
- SEACs utilize the website as a resource for information and for member orientation.
- The *Roles and Responsibilities* component was the most useful for visitors to the site, while the *Historical Overview* was the least helpful.
- Suggestions for improvement SEAC website included improving user-friendliness and providing resources and links to promote sharing of effective practices.

ORIENTATION

- SEACs prepare manuals and provide orientation presentations for new members.
- Few SEACs report using a mentor program for new members.
- Few respondents provide training jointly with other SEACs or school boards.

PUBLIC ENGAGEMENT

- Most SEAC information is provided to their community through board websites.
- A small number of SEACs identified the use of social networking to engage the community



Additional Comments

Provincial Networking:

- Interested in networking with other provincial SEACs
- Share best practices in person or via the SEAC Learning Website.
- Seeking support and best practices on how to engage parents.

Professional Development:

- A standard provincial orientation package
- Want opportunity to have this survey over time to measure progress.
- Want a clearer definition of what the purpose of SEAC is.
- Appreciate Ministry PD sessions and presentations to SEACs.

Increased Impact:

- Meeting monthly results in difficulty to provide input into BIPSA or budget.
- SEACs just receive information-feeling lack of effectiveness as an advisory committee



Next Steps:

- Update MACSE
- Update Minister (as required)
- Re-launch SEAC Learning site

