

## PAAC on SEAC Special Education Advisory Committee Annual Calendar of SEAC Business

PAAC on SEAC encourages school boards to use the PAAC on SEAC Handbook of Effective Practices for SEAC Members as part of the training. A copy of the handbook can be downloaded at [www.paac-seac.ca](http://www.paac-seac.ca)

### SEAC On-Going SEAC Activities

- Request notification of all Ministry of Education announcements related to special education and ensure SEAC Chair is registered on the SEAC E-learning site
- Provide orientation to new members and on-going professional development for all SEAC members
- Provide opportunities for SEAC members to provide presentations and updates about their association/organization
- Consider ways to enhance parent engagement and collaboration in special education in every program/initiative
- Evaluate SEAC effectiveness and identify ways to improve meetings

**Glossary** - A glossary for all of the terms and acronyms underlined in the calendar is in the attached appendix.

| <b>ANNUAL CALENDAR OF SEAC BUSINESS for 2017-18</b> |  |   |
|---|--|---|
| <b>Month</b>  | <b>Annual Activities</b>   | <b>2017-18 Activities</b>   |
| <b>September</b>                                    | <ul style="list-style-type: none"> <li>• Confirm <u>Special Education Report Checklist</u> submitted to Regional Office in July</li> <li>• Review <u>ODA Accessibility Plans</u> (due Sept. 30)</li> <li>• Develop or review SEAC annual agenda/goals</li> </ul> | <p><b>Request information on:</b></p> <ul style="list-style-type: none"> <li>• <u>BIPSA</u> special education goals and performance indicators for 17-18</li> <li>• <u>PD Day</u> plans for 17-18 related to special education</li> </ul> |

| <b>ANNUAL CALENDAR OF SEAC BUSINESS for 2017-18</b> |   |   |
|---|---|---|
| <b>Month</b>  | <b>Annual Activities</b>  | <b>2017-18 Activities</b>   |
| <b>October</b>                                      | <ul style="list-style-type: none"> <li>Develop process for review of 2017-18 <u>Special Education Plan</u></li> <li>Request update on last EQAO results: including deferrals, exemptions, participation rates, accommodations provided for students on an <u>IEP</u> and achievement levels.</li> </ul> |   |
| <b>November</b>                                     | <ul style="list-style-type: none"> <li><u>October Report (OnSIS) Data</u>: Request numbers of exceptional students, placement data, suspensions expulsions data</li> <li><u>IEP Update</u>: Request confirmation that all first term IEP reviews are completed</li> </ul>                               | Check the <a href="#">EduGains</a> website to see all of the IEP Samples (see Additional Resources below) |
| <b>December</b>                                     | <ul style="list-style-type: none"> <li><u>Special Education Programs and Services</u> receive information on any changes being considered for 2018-19 and the process for review of <u>Special Education Plan</u></li> </ul>  |   |
| <b>January</b>                                      | <ul style="list-style-type: none"> <li>Financial Update: Re: 2017-18 special education grants, expenditures and reserve, fund amount and 2018-19 budget process</li> </ul>  |   |
| <b>February</b>                                     | <ul style="list-style-type: none"> <li>Review proposed changes to special education programs and services in Special Education Plan</li> <li>Request an IEP Update</li> </ul>   | Review parent resources to ensure they are user friendly and easy to understand                           |
| <b>March</b>  | <ul style="list-style-type: none"> <li>Continue discussion of special education programs and services</li> <li>Request an update on the BIPSA process</li> </ul>  |   |
| <b>April</b>  | <ul style="list-style-type: none"> <li>Request preliminary budget for special education</li> <li>Request data reported to OnSIS in March</li> </ul>   | Monitor and participate in public consultations on Special Education Plan                                 |

| <b>ANNUAL CALENDAR OF SEAC BUSINESS for 2017-18</b> |  |  |
|---|--|--|
| <b>Month</b>  | <b>Annual Activities</b>   | <b>2017-18 Activities</b>  |
| <b>May</b>  | <ul style="list-style-type: none"> <li>Information update and discussion re. special Education Plan/Report Checklist and budget</li> </ul>   | Monitor participate in public and consultations on Special Education Budget  |
| <b>June</b>   | <ul style="list-style-type: none"> <li>SEAC recommendations regarding special Education Plan/Report Checklist and budget</li> <li>Request Special Education data (including IEP and IPRC) for September meeting</li> <li>Develop draft SEAC annual agenda and goals</li> </ul> | Make recommendations to Trustees on the 2018-19 Special Education Plan and budget<br>Develop a plan for SEAC activities in 2018-19 |

**Additional SEAC Resources:**

A broad overview of special education and details of many legal requirements are captured in the newly released, Special Education In Ontario Kindergarten to Grade 12, Policy and Resource Guide (2017 draft) available at:

[http://edu.gov.on.ca/eng/document/policy/os/onschools\\_2017e.pdf](http://edu.gov.on.ca/eng/document/policy/os/onschools_2017e.pdf)

The role of SEAC is defined in Regulation 464/97 on Special Education Advisory Committee available at:

[www.e-laws.gov.on.ca/html/regs/english/elaws\\_regs\\_970464\\_e.htm](http://www.e-laws.gov.on.ca/html/regs/english/elaws_regs_970464_e.htm)

Other Ministry resources including, Standard Documents and Resource Guides are available on the Ministry of Education Website at

[www.edu.gov.on.ca](http://www.edu.gov.on.ca)

For more information on SEAC and links to key documents, check the new SEAC web pages on the Ministry of Education website at:

[www.edu.gov.on.ca/eng/general/elemsec/speced/seac/](http://www.edu.gov.on.ca/eng/general/elemsec/speced/seac/)

For copies of all Memorandums sent from the Ministry to school boards, check the website: (Note that Memo's are sorted by date, and check the most recent months.)

<http://www.edu.gov.on.ca/eng/policyfunding/memos/>

The Ministry of Education IEP Samples for each exceptionality are available on EduGains website at:

[www.edugains.ca/newsite/SpecialEducation/transitions.html](http://www.edugains.ca/newsite/SpecialEducation/transitions.html)

The Ministry of Education also has a website with their annual Calendar of activities at:

<https://www.teachontario.ca/community/explore/calendar-of-education-events>