



Wellington Catholic District School Board Special Education Advisory Committee (SEAC) Wednesday, September 17, 2008

MINUTES

Attendance:

SEAC Members: D. Watson, T. O'Regan, V. Dupuis, G. Lavalley and S. Newcombe

Regrets: J. Hollen

Program Staff: D. DiBartolomeo, Superintendent of Program
E. Clinton, Principal of Student Learning and Achievement
B. Tersigni, Student Support Services Co-ordinator

Guests: J. Furfaro, Trustee

1. Call To Order

1.1 The strategic planning meeting began at 4:15 p.m.

2. Opening Comments

2.1 D. DiBartolomeo reminded the SEAC members that the purpose of this meeting was to engage the committee members in a strategic planning session for outcomes to be achieved by SEAC for 2008-2009. SEAC members were advised that a strategic planning questionnaire was prepared to assist with the strategic planning process.

D. DiBartolomeo also distributed the Special Education Advisory Committees, Regulation 464/97, to assist with the SEAC goal setting planning process for this school year.

3. Program Guidelines for Student Success

3.1 D. DiBartolomeo distributed, in draft version, the Program Guidelines for Student Success, and guided the Committee through the document. He advised that the draft Guideline had been presented to Principals and Vice-Principals at the August, 2008 Director's meeting. D. DiBartolomeo advised that SEAC members would also receive copies of the guidelines once it has been completed for distribution.

4. Strategic Planning

4.1 T. O'Regan introduced and facilitated the discussions toward the Strategic Planning Instrument that was prepared to assist with the planning process. The basic principles were discussed followed by SEAC members confirming consensus with the following statements;

SEAC has a clear vision of what it wants to achieve and there is consensus around this vision. Consensus: Maybe/Not sure.

Beliefs and values are often discussed during SEAC sessions and there is an agreement on the beliefs and values of the committee. Consensus: Definitely.

The current mission statement of the District reflects clearly what the SEAC does, for whom and why it is important. Consensus: Definitely.

SEAC regularly reflects on its strengths and weaknesses and on the opportunities and challenges. Consensus: Definitely Not.

SEAC has clear goals and objectives for what it wants to achieve – these goals are SMART (Specific, Measurable, Attainable, Relevant, Time-bound). Consensus: Definitely Not.

SEAC finds it easy to prioritize, making a distinction between what it must do, what it should do and what it would like to do. Consensus: Definitely Not.

SEAC has established clear indicators by which it measures the impact of its work. Consensus: Definitely Not.

The way in which SEAC is structured makes sense in terms of efficiency and effectiveness. Consensus: Maybe/Not Sure.

The work undertaken by SEAC fits together coherently – the different areas of the committee's work fit well with one another. Consensus: Definitely.

The community and District contexts in which SEAC operates are relatively stable and there have been no major changes in the past year. Consensus: Definitely.

Discussion followed.

A committee decision was confirmed to have a second SEAC strategic planning meeting in October to establish specific goals for 2008-2009. It was also requested that school presentations commence in November, 2008.

Meeting adjourned at 7:37 p.m.