

**YORK CATHOLIC DISTRICT SCHOOL BOARD**

**SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC)  
(STATUTORY COMMITTEE OF THE BOARD)**

**TERMS OF REFERENCE**

**January 16, 2023**

The SEAC Committee will support the York Catholic District School Board's Mission, Vision, Core Values and Strategic Commitments and good Governance as outlined within these terms of reference.

**1. Purpose/Mandate:**

1.1 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;

1.2 To participate and advise the Board

statements of the Board as they relate to special education.

**Committee's Work:**

Members of the meeting outlining SEAC motions, action items

Reports to the Board monthly

will be comprised of the following:

from each of the local associations, not to exceed twelve,  
within the area of jurisdiction of the Board, as nominated  
and appointed by the Board, who must be:

n;

nteen years;

the area of jurisdiction of the Board;

elector; and

the Board in which the member resides.

h representative appointed under clause (a), as nominated

on and appointed by the Board;

ed by the Board (2 regular members, 1 alternate) and the

ne or more additional members who are neither

cal association nor members of the Board or another

ard.

#### **4. Resource Personnel:**

- 4.1 Superintendent of Education: Exceptional Learners
- 4.2 Coordinator, Special Programs (Elementary)
- 4.3 Coordinator, Special Programs (Secondary)
- 4.4 Coordinator, ASD
- 4.5 Administrative Officer, Student Services

#### **5. Association Representatives:**

- 5.1 Superintendent of Education: School Leadership
- 5.2 Elementary Principal's Association
- 5.3 Secondary Principal's Association
- 5.4 CUPE Local 2331
- 5.5 OECTA

#### **6. Trustee Membership:**

- 6.1 **Two regular trustee members**
  - A. Grella
  - J. Wigston
- 6.2 One alternate trustee member
  - M. Barbieri
  - M. Iafrate

#### **7. Meeting Schedule and Time:**

- 7.1 The SEAC Committee will meet at least 10 times / year in each school year (generally monthly from September to June).
- 7.2 Dates and times of SEAC meetings are publicized by the school Board on the Board website
- 7.3 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.
- 7.4 A majority of the members of the SEAC is a quorum (50% plus 1)

#### **8. SEAC Rules and Regulations**

- 8.1 See SEAC Handbook