

**Special Education Department Plan 2023-2024**

**Section B - Standard 13**  
**KPR Special Education**  
**Advisory Committee (SEAC)**



**Kawartha Pine Ridge District School Board**  
1994 Fisher Drive Peterborough, Ontario K9J 6X6  
1-877-741-4577

## **Standard 13**

### **The Board's Special Education Advisory Committee (SEAC)**

#### **What are the meeting times and locations?**

The Kawartha Pine Ridge District School Board SEAC meets ten times per school year. Meetings begin at 3:30 p.m., virtually or at the Education Centre at 1994 Fisher Drive in Peterborough. Members and the public may attend these meetings live or via livestream. Occasionally meetings are held in conjunction with a learning activity such as local presentations of relevance to Special Education in the district. The meeting dates for 2024-2025 are September 10, October 1, November 5, December 5, January 14, February 4, March 4, April 1, May 6, June 3. The meeting agendas and minutes are posted on the KPRDSB website: [Board and Committee Meetings - Kawartha Pine Ridge District School Board \(kprschools.ca\)](https://www.kprschools.ca).

#### **What are the procedures for selecting members?**

The selection of SEAC members and alternates is governed by Regulation 464 of the *Education Act*. Written nominations for representatives and alternates are forwarded to the Superintendent of Education, Student Achievement with responsibility for Special Education, clearly indicating compliance with candidate qualifications, association(s) represented, and representative and/or alternate candidate names including address and telephone numbers. Submissions are reviewed and recommendations submitted to the Kawartha Pine Ridge District School Board of Trustees based on collective exceptionality represented, geographic coverage, and resource support. Associations are notified of their successful candidates by the Board.

#### **How do Parent(s)/Guardian(s) and other members of the public make their views known to the SEAC?**

Parent(s)/guardian(s) and members of the public can make their views known to SEAC by contacting individual SEAC members and/or associations, communicating through their school councils and school principals, emailing or calling the Board Office, through the Board's website, by letter, and by fax. Meeting dates are published on the Board's website. Meetings are live-streamed, and open to the public, allowing direct access to SEAC.

#### **How did SEAC fulfill its roles and responsibilities during the school year and what documentation was provided to SEAC to enable it to fulfill these responsibilities?**

As outlined in Regulation 464, the roles and responsibilities of SEAC are as follows:

- make recommendations to the Board with respect to any matter affecting the establishment, development, and delivery of Special Education programs and services for exceptional students within the Board
- participate in the Board's annual review of its Special Education Plan
- participate in the development of the Board's annual budget for Special Education
- review the financial statements of the Board as they relate to Special Education

#### Board Policy and Administrative Regulations

SEAC members receive from the Board, upon request, copies of Board policies and administrative regulations as they pertain to Special Education. All policies pertaining to Special Education go to the SEAC for input and recommendations prior to being passed by the Board.

SEAC members should review all other related pertinent policies (e.g., policies on transportation and attendance). SEAC makes recommendations to committees bringing forth pertinent policies. When

policies relevant to Special Education are being developed by committee, SEAC is invited to be on the committee.

#### Liaising with Other Board Committees, Departments

SEAC members can liaise with other committees by:

- volunteering for committee membership
- giving presentations/ briefs
- keeping informed about Board activities (e.g., requesting copies of committee reports or inviting a committee member to give a report to the SEAC)
- receiving presentations of relevant materials at SEAC meetings.

SEAC members have standing invitations to all professional development sessions with respect to special education.

#### Annual Review of the Special Education Plan

The Special Education Plan must be reviewed by the district every year. In the Kawartha Pine Ridge District School Board, SEAC reviews the Special Education Plan annually.

#### Budget

SEAC reviews the financial statements of the Board as they relate to Special Education. All Special Education funding is shared with SEAC and reviewed throughout the school year with respect to services rendered.

SEAC participates in the development of the Board's annual budget for Special Education. During the annual budget process, SEAC is updated monthly, as information arrives from the Ministry regarding the funding of Special Education programs and services, resulting in budget proposals. SEAC reviews the proposals and provides input. The Superintendent of Education with responsibility for Special Education makes the presentation to the Board's Budget Committee on behalf of SEAC and Senior Administration.

SEAC also participates in the development of service delivery models which impact on or are the results of the funding model.

## SEAC Membership List 2023-2026

Title	Name	Address	Email	Phone #
Alternatives Community Program Services Inc.	Kia Mead	Lori McGee Executive Director Alternative Community Program Services Inc. 264 Stewart St. Peterborough ON K9J 3M9	<a href="mailto:kiam@alternativesptbo.ca">kiam@alternativesptbo.ca</a>	705-742-0806 Fax-705-742-0943
	Kylee Baker (Alt)		<a href="mailto:kyleeB@alternativesptbo.ca">kyleeB@alternativesptbo.ca</a>	705-742-0806 Fax-705-742-0943
Canopy Support Services	Kim Hill	Himanshu Shah Director 150 O'Carroll Ave. Peterborough, ON K9H 4V3 (705) 876-9245 <a href="mailto:hshah@canopysupport.ca">hshah@canopysupport.ca</a>	<a href="mailto:khill@canopysupport.ca">khill@canopysupport.ca</a>	
Autism Ontario	Marilyn Robinson	Laura Webb (Program & Volunteer Coordinator) Autism Ontario 1179A King Street West, Suite 004 Toronto, ON. M6K 3C5 1-800-472-7789	<a href="mailto:robinsm@sympatico.ca">robinsm@sympatico.ca</a>	(705) 743-5254
	Barbara McIlmoyle (Alt)		<a href="mailto:bmcilmoyle@catulpa.on.ca">bmcilmoyle@catulpa.on.ca</a>	
Community Living Trent Highlands	Alison Rodriguez	Penny Wood Manager – Child & Family Services Community Living Trent Highlands 223 Aylmer St. Peterborough, ON K9J 3K3	<a href="mailto:arodriguez@communitylivingpeterborough.ca">arodriguez@communitylivingpeterborough.ca</a>	705-743-2412, ext. 553
Curve Lake First Nations	Jeanette Hunter <b>Manager of Provincial &amp; Special Education</b>	Curve Lake First Nation Keith Knott (Chief) Government Services Building 22 Winookeedaa Road, Curve Lake, ON K0L 1R0 (705)657-8045 (204)	<a href="mailto:Provincial@curvelake.ca">Provincial@curvelake.ca</a>	Jeanette: P: 705.657.8045 (231)
	Rachel Heard		<a href="mailto:RachelH@curvelake.ca">RachelH@curvelake.ca</a>	
Developmental Services Ontario	Stacey Martin	Lisa Lawrence (Supervisor) <a href="mailto:llawrence@yssn.a">llawrence@yssn.a</a> 240 Edward Street, Unit 3 Aurora, Ontario L4G 3S9 Office: (905) 898-6455 ext. 2256	<a href="mailto:smartin@yssn.ca">smartin@yssn.ca</a>	(613) 847-1239
				(289) 221-6821

Down Syndrome Association of Peterborough	Vanessa Bruce	Vanessa Bruce 270 Braidwood Ave. Peterborough, ON. K9J 1V3	<a href="mailto:info@downsyndromepeterborough.ca">info@downsyndromepeterborough.ca</a>	705-749-6695
	Stefanie Powers (Alt)			
Easter Seals Ontario	Shanna Gonsalves	Alison Morse Senior Manager – Advocacy and Family Engagement One Concorde Gate, Suite 700 Toronto, ON. M3C 3N6 (416) 421-8377	<a href="mailto:shannagonsalves@gmail.com">shannagonsalves@gmail.com</a>	(647) 988-6932
Five Counties Children's Centre	Jennifer Camenzuli	Scott Pepin (CEO) Five Counties Children's Care 872 Dutton Road Peterborough, ON K9H 7G1	<a href="mailto:jcamenzuli@fivecounties.on.ca">jcamenzuli@fivecounties.on.ca</a>	(705)748-3526
	Elizabeth Carmichael (Alt)		<a href="mailto:ecarmichael@fivecounties.on.ca">ecarmichael@fivecounties.on.ca</a>	
Frontenac Youth Services	Melanie Brynaert (Chairperson)	<b>Marlene E. Pike</b> Executive Director Frontenac Youth Services 1320 Airport Blvd, Oshawa, ON. L1J 0C6	<a href="mailto:marlene@frontenacyouthservices.org">marlene@frontenacyouthservices.org</a>	Tel: 905-579-1551 Ext. 224 1-888-579-5914 Cell: 289-928-1496
	Marlene E. Pike (Alt)		<a href="mailto:melanie@frontenacyouthservices.org">melanie@frontenacyouthservices.org</a>	
Grandview Kids	Sam Micieli	<b>Avori Cheyne</b> Chief Communication Officer Grandview Kids 1320 Airport Blvd, Oshawa, ON. L1J 0C6	<a href="mailto:Avori.Cheyne@grandviewkids.ca">Avori.Cheyne@grandviewkids.ca</a>	905-728-1673 Ext. 2240  1-800-304-6180
	Andrea Belanger (Alt)		<a href="mailto:Lorraine.sunstrum-mann@grandviewkids.ca">Lorraine.sunstrum-mann@grandviewkids.ca</a>	
Kinark Child and Family Services	Julie McIntyre (SNAP facilitator)	Kelly Robinson Clinical Services Manager 380 Armour Road Suite 275 Peterborough, ON. K9H 7L7 <a href="mailto:kelly.robinson@kinark.on.ca">kelly.robinson@kinark.on.ca</a>	<a href="mailto:julie.mcintyre@kinark.on.ca">julie.mcintyre@kinark.on.ca</a>	(705) 768-7318
	Holly Thomas (Alt)		<a href="mailto:holly.thomas@kinark.on.ca">holly.thomas@kinark.on.ca</a>	(705) 868-2492

### TRUSTEES

Angela Lloyd Vice -chairperson 705-939-6967	Jaine Klassen Jeninga Trustee	Diane Lloyd (Alt) Trustee
---	----------------------------------	------------------------------

---

**ADMINISTRATIVE RESOURCE**

Jodi Sepkowski, Superintendent  
1994 Fisher Drive, Peterborough, On K9J 6X6  
PH: 705-742-9773 or 1-877-741-4577 Ext. 2060  
Executive Assistant: Laurie Hull, Ext. 2061

Marguerite Masterson  
250 Hunter St. E Peterborough, ON. K9H 1H1  
PH: 705-745-2591  
[marguerite\\_masterson@kprdsb.ca](mailto:marguerite_masterson@kprdsb.ca)

Joanne Shuttleworth, System Principal  
Dave Crawford, System Principal  
to Superintendent - Special Education  
1994 Fisher Drive Peterborough ON K9J 6X6  
PH: 705-742-9773 or 1-877-741-4577 Ext. 2175

[joanne\\_shuttleworth@kprdsb.ca](mailto:joanne_shuttleworth@kprdsb.ca)  
[david\\_j\\_crawford@kprdsb.ca](mailto:david_j_crawford@kprdsb.ca)  
Secretary: Mary Reynolds, Ext. 2174