

## **HALTON DISTRICT SCHOOL BOARD**

### **Special Education Advisory Committee – (Hybrid Meeting)**

Wednesday, March 25, 2026 at 7:00 pm

#### **MINUTES**

**Present:** Sapna Gaba (Association for Bright Children); Amanda Winch (Autism Ontario); Jelena King (Centre for Diverse Learners); Shania Jagnandan (Community Living Oakville); Erin Sproule (VOICE for Children who are Deaf and Hard of Hearing); Melissa Dockeray (Easter Seals Society); Omer Mirza (Easter Seals Society); Sophia Siddiqi (Halton Down Syndrome Association); Tara Conley (Member At Large); Katie Schleifer (Member At Large); Joanna Oliver (Trustee); Carole Baxter (Trustee)

**Staff:** Colette Ruddock (Superintendent, Special Education); Conan Spruin (Principal, Special Education); Angela Sauve, (Vice Principal, Special Education); Sommer Sweetman (Communications); Laura Radinovic (Special Education Services Coordinator)

**Regrets:** Jennifer Legare (Autism Ontario); Sierra Kernick (Community Living Burlington); Kajsa Klassen (Member At Large); Audrey Wubbenhorst (Trustee); Xin Yi Zhang (Trustee)

#### **1.0 Opening**

##### **1.1 Welcome and Call to Order**

Superintendent Ruddock called the meeting to order at 7:00 pm.

##### **1.2 Honouring the Land and Territory**

Superintendent Ruddock read the Acknowledgement of Traditional Lands.

##### **1.3 SEAC Chair and Vice-Chair Election**

We received one nomination for SEAC Chair, and therefore Sapna Gaba was acclaimed the new Chair of SEAC. We received one nomination for Vice-Chair, and therefore Katie Schleifer was acclaimed Vice-Chair of SEAC. Thank you for continuing to serve.

##### **1.4 Approval of Agenda**

#262-26

Moved by: E. Sproule

Seconded by: A. Winch

Be it resolved that the March 25, 2026 agenda for the Special Education Advisory Committee be approved as presented.

**Carried Unanimously**

1.5 Minutes of February 18, 2026

#263-26

Moved by: K. Schleifer

Seconded by: A. Winch

Be it resolved that the meeting minutes for the February 18, 2026 Special Education Advisory Committee be approved as presented.

**Carried Unanimously**

**2.0 Action**

No Action Items

**3.0 SEAC Discussion/Input/Question Period**

3.1 . Overview of Self-Contained Programs

Conan Spruin, Principal, Special Education, provided a presentation on the Self-Contained Programs. There was an opportunity to ask questions after the presentation which can be found [HERE](#).

**4.0 Communication to SEAC**

4.1 Superintendent's Report

1. **Welcome to Omer Mirza** - at the March Board Meetings, trustees voted to accept Omer as the alternate for Easter Seales.
2. **Welcome (again) Sapna Gaba** -who, at the same meeting, was shifted from alternate to primary representative for ABC
3. **Staffing / Budget Update:**
  - a. Reduction of **3 FTE Structured Reading Coaches** - currently they provide coaching support to schools to implement Tier 3 literacy supports in elementary and secondary schools - this coaching and support will be absorbed by the IPL team who provide support to schools for a range of specialized areas
  - b. Reduction of **2 FTE Assistive Technology Leads** - they provide teacher and student training on assistive technology, as well as support the administration of SEA processes - 2 Coaches will assume responsibility for student and teacher support, processes administration will shift to others on the team
  - c. Class Sizes - funded at 16:1 ratio:

- i. **CPE** - remains at approx 10 students
- ii. **Communication Program** - currently at 8 students - will increase to approximately 10 students (align with CPE)
- iii. **ARC** - currently at 10 students - will increase to approximately 14 students
- iv. **KELLP and ELPhA** - currently at 12 students - will increase to approximately 15 and 16 respectively
- v. **Gifted** - elementary self-contained remain at 25 students; secondary remain as clusters in regular classrooms
- vi. **CPP** - remains at an average of 12 students across CPP site (up to 16 students)

Further efficiencies will be reported on as they unfold with the team.

4. **Sports Festival** - in partnership with Special Olympics Ontario we hosted two days at the Velodrome - March 25 and 26. Over 300 students in elementary participated.
5. **Upcoming new term for SEAC** - This SEAC's term comes to a close in the fall 2026. Recruitment for the 2026-2030 SEAC will begin shortly. Your associations will be asked to reconfirm their interest in remaining on SEAC, along with their representatives. We will soon also be promoting, through a variety of channels, application submissions for new associations and members at large. More information will be shared over email and certainly at our upcoming SEAC meetings.

#### 4.2 Association Reports

Shania Jagnandan, Community Living Oakville, wanted to share the attached flyer [HERE](#) for programs offered this summer.

#### 4.3 Trustee's Reports

Trustee Baxter shares that Chair Collard, on behalf of all Trustees, expresses appreciation for everyone's engagement in the budget development process for the 2026-2027 school year.

#### 4.4 Committee Reports

The Accessibility and Coordinating Committee suggests that we have Halton Student Transportation Services present on the buses that serve our special education students. Also, May 28th will be a new school visit which will be reported on at the following meeting.

#### 5.0 Next Agenda/Order Paper

- Suggestion for Halton Student Transportation Services to present

#### 6.0 Adjournment

Chair Gaba adjourned the meeting at 8:15 pm.