

**THE PROTESTANT SEPARATE SCHOOL BOARD  
OF THE TOWN OF PENETANGUIHENE**

**POLICY MANUAL**

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**POLICY TITLE:**

**SECTION/CODE:**

**Special Education Advisory Committee**

**School Board and Committee Roles 2 – IX**

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**APPROVAL DATE:**

**SUPERSEDES:**

**NUMBER OF PAGES:**

**REVIEW DATE:**

**November 10, 2025**

**December 6, 2021**

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**November 2029**

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**SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC)**

**Purpose of Committee:**

The Board's (School Authority's) Special Education Advisory Committee may 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.

The Board shall provide the Committee an opportunity to be heard before the Board and before any other committee of the Board makes a decision on any recommendation of the Committee.

The Board shall ensure that the Special Education Advisory Committee is provided with an opportunity to participate in the Board's annual review of its special education plan; participate in the Board's annual budget process as it relates to special education; review the Board's financial statements as those statements relate to special education.

**Composition of Committee:**

The Board shall appoint the following people to the Committee for a term of office of four years:

- (a) Up to two representatives from the local associations that operate locally as nominated by the local associations and appointed by the Board;
- (b) one alternate for each representative appointed under clause (a), as nominated by the local associations and appointed by the Board;
- (c) Note: Where no local association or associations have been established, instead of the members and alternates required by clauses (a) and (b), the Board may appoint two members and two alternates who are not members of the Board.
- (d) one member from among the Board's own Members, as appointed by the Board;
- (e) one alternate, as appointed by the Board from among its own Members, for the Member appointed under clause (c); and
- (f) if applicable, one person to represent the interests of Aboriginal pupils.

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**Frequency of Meetings:**

The Ministry of Education requires that Special Education Advisory Committees hold a minimum of ten (10) meetings per year. The Protestant Separate School Board of the Town of Penetanguishene will continue to hold meetings as needs dictate throughout the year.

Meetings, if appropriate, may be held by electronic means. The SEAC Committee provides monthly written/verbal reports to the Board as a whole.

**Members**

**Chair** (Trustee)

Alternate Trustee Member (1)

Supervisory Officer