

SCHOOL DISTRICT 63 (SAANICH)  
SAANICH EQUITABLE ACCESS TEAM (SEAT)

**January 19, 2024**  
9:00 am

Board Room, Saanich District Office 2125 Keating Cross Road, Saanichton BC V8M 2AS  
and Microsoft Teams

**AGENDA**

**1. WELCOME and ACKNOWLEDGEMENT**

**2. OTHER BUSINESS**

a. Draft Plan

- **Action Item** – Sections highlighted in yellow need action/input from SEAT members.

b. Consultation Plan Process (review and finalize)

- **Action Item** – Schedule to be created and shared with members of SEAT. Meetings to take place over the course of late January and into February/March.
- **Action Item** – Questions to be developed for student voice sessions with a purposeful and positive message while modeling acceptance.

c. Presentations for COPACS and Staff Meetings (review and finalize)

- **Action Item** – The revisions suggested by SEAT will be made to the PAC and Staff meeting draft presentation. The final presentation will then be sent to the members of SEAT.

d. School Posters (review and finalize)

- **Action Item** – The revisions suggested by members of SEAT to be made to the first poster approved by the group. Printing will then be initiated so that all schools have copies.

e. Outward Facing Transparency (website and messaging)

- **Action Item** – Discussions will be initiated with administrators to solicit feedback about what may be helpful to bolster existing work underway for Disability awareness week.

f. Feedback Mechanism

g. Question and Answer Period

**3. INTRODUCTION OF LATE ITEMS**

**4. NEXT MEETING DATE**

- **Next Meeting Date** – February 28, 2024 (to be held at a secondary school)

**5. CLOSE**