

Ministry of Education

Ministère de l'Éducation

Deputy Minister

Sous-ministre

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MEMORANDUM TO: Directors of Education
Supervisory Officers and Secretary-Treasurers
of School Authorities
Director of Provincial Schools
Supervisory Officer of Centre Jules-Léger

FROM: Philip Steenkamp
Deputy Minister (Acting)

DATE: December 7, 2007

SUBJECT: **Instructions for Submission of School Boards' / School Authorities'
2008 Special Education Plans**

This is to advise you that you are required to report amendments only for 2007-08.

In preparing the amendment report School Boards and School Authorities must consult with their respective Special Education Advisory Committees (SEAC) per Regulation 464/97.

Please provide two copies of the amendment report to your respective Ministry Regional Office by July 31, 2008. Any questions in regard to this process should be directed to the Education Officer in the appropriate Regional Office responsible for Special Education.

Please share copies of this memorandum with your superintendent responsible for special education and the members of your board's SEAC. Thank you for your continuing efforts to support students with special education needs.

Sincerely,

A handwritten signature in blue ink, appearing to read "Philip Steenkamp".

(for) Philip Steenkamp

c: Chairs, Special Education Advisory Committees