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Special Needs Advisory Committee

Lester B. Pearson School Board

Minutes of the Meeting – February 15, 2017

Held at Lester B. Pearson School Board 1925 Brookdale, Dorval, Room 219/221

In Attendance: Angela Berryman, Jennifer DiMarco, Christine McLean, Danny Olivenstein (Commissioner), Kiley Philp, Cindy Finn (S.S.D.), Kathy Robinson, Diana Martire (P.A.S.A), Stephanie Shaffer, Maureen Hunt (P.E.P), Marie-Eve Claude (S.S.D.)

Regrets: Wayne Clifford (Commissioner), Franca Kesic (W.I.A.I.H), possibly Arlene Tennant (weather permitting), Erik Olsthoorn (S.S.D.), Theresa Gagnon, Sheila Moody, Robert Gilmartin (I.A.S.S.), Samantha Marco, Carrie-Ann Houthuys, Donnalynn Rainey

Recording Secretary: Christine McLean

Observers: none

Jennifer DiMarco - called the meeting to order at 7:17 pm

1. Special Guest Presentation: by Genevieve Dugre (Secretary General LBPSB) Mme Dugre presented on Bill 105 as it pertains to special needs

Items that need attention:

Update and finalize the Special Needs Advisory Committee composition and mandate before June 2017

Homework is to determine the # of people for each category of representatives

New items in the mandate:

As of July 1st, 2018 SNAC will advise the Resource Allocation Committee of the School Board of the financial resources to the services intended for HSSSMLD students as well as advising the school board. (Bill 105)

As of July 1, 2018 SNAC will be able to make recommendations to the school board on its commitment to success plan. (Bill 105)

Mme Dugre read through the internal rules document and suggested to, 1) Keep the document simple for council to vote on 2) Keep the rules within the Education Act.

Once the ideal composition of SNAC has been decided, and we have finalized the document, Mme Dugré will review it, then it can be forwarded to council.

2. Confirmation of Quorum: Quorum confirmed by Jennifer DiMarco

3. Additions to Agenda:

Adding 6.4 Signing of Non-disclosure/confidentiality agreement

3.1 Approval of Agenda:

The agenda was approved with the 6.4 addition by Kiley Philp and seconded by Diana Martire.

MOTION to approve

MOTION carried by unanimous vote.

4.0 Corrections to Minutes of November 16, 2016

4.1 Approval of Minutes of November 16, 2016

Kathy Robinson approved the minutes, seconded by Kiley Philp.

MOTION to approve

MOTION carried by unanimous vote.

5.0 Questions from the Public: None

6.0 Business Arising

6.1 SNAC Rules of Internal Management Review – a reformatted copy was included in the kit. A big thanks to Angela Berryman for all of her help over the holidays. Please review and if people are happy with it we can motion to approve it.

Revisions made under 6.0 Meetings, 6.1 Quorum, 4.2 Selection

Vote to approve with designated changes in above mentioned sections.

Approval of SNAC Rules of Internal Management Review with changes:

Motion to approve by Angela Berryman, Kathy Robinson seconded

Motion carried by unanimous vote

6.2 Priority List for the 2016/2017 SNAC Committee Review

January **Kindergarten Open Houses** - Christine McLean attended the Dorset Elementary open house as a representative of SNAC. She had a table with the SNAC banner, IEP kits and SNAC pamphlets. It was a well attended event and Christine was invited to return to Dorset in June for the kindergarten phase in.

SNAC will be creating a **new member/potential member kit**: a subcommittee of members who will work on it over google docs to reduce the requirement to meet in person. Angela Berryman will head the subcommittee with the help of Stephanie Schaffer and Jennifer DiMarco. Other members are welcome to join at anytime. This subcommittee will begin their work later in the year.

SNAC will also be **revising the IEP parent representative on governing board Q&A documentation**. The PC is discussing how they will be updating the GB training materials so SNAC would like to have this finalized and if possible, approved by the March meeting. The committee suggested to make the position of the IEP rep on the Governing Board simplified. Kathy Robinson volunteered to update this document, Angela Berryman will review.

Transition to high school Parent to Parent Evening / Panel Discussion?

This year we will focus our evening presentation event for parents on the transition to high school. It is a unique year because the majority of SNAC parents this year have children at the secondary level and would have found this information extremely useful.

Cindy Finn will check boardroom availability for end of April or May 2017

Question? Is the board already planning to present something in the spring on this topic but nothing specific to special needs?

Planning an orientation night for WOTP. (Find out those dates)

Suggestions by Kiley Philp:

Stephen Atony - he composes music and speaks on autism for free at schools

- discuss with PASA to see if schools would like to have him speak
- student testimonials are powerful
- suggested to table it to next meeting

Do we want to organize someone to come in and speak or organize a parent to parent event?

Perhaps a current LBPSB senior student with special needs would be willing to also

share their experience?

SNAC has created a subcommittee for the transition to high school and beyond event: Kiley Philp has offered to head this committee.

6.3 Budget Consultation 2017-2018

France D'Aoust has sent SNAC both the long and the short versions of the budget consultation. They appear in the kit. We need to have our response officially submitted by March 31, 2017 which gives us one more meeting to finalize things. We would like feedback from everyone, but of course need someone to spearhead the writing of the response. A copy of the official SNAC response to the 2016-2017 budget consultation response is included in the kit as a point of reference for past responses.

Discussion:

Last year SNAC submitted a 5 page document.

Must be voted in at our next meeting - March 15th 2017

Jennifer DiMarco to put in a google doc to make revisions and submit.

We need to submit a specific question that we want to be answered that's not being answered.

Simplify the document and be specific on where we want the finances to go.

If there are cuts in a general sense: What don't we want touched?

Where would we want the money to go?

6.4 Signing of Non-disclosure/Confidentiality Agreement

All members of all committees, who are not employees are asked to sign.

-minutes of the meeting should never contain names of parents involved without consent

- When a parent emails the SNAC email; can it be discussed with the committee. Yes, that is acceptable but to be cautious.

- If a parent sends you documentation then it is acceptable for SNAC to discuss and make recommendations and/or advise the school board.

- we do not have to sign the nondisclosure / confidentiality agreement.

7. Reports

7.1 SNAC Report to Parents Committee, Programs and Services and Council (Jen D.)

No report as there was no meeting in December

7.2 Administration (Dr. Cindy Finn)

In the kit.

Last Friday PED Day - teachers at Lindsay Place and Lakeside Academy, Importance of attachment and relationships in the workplace

Workshop in Laval - Diversity and Technology: students struggle in all capacities

and how to help them.
On-going school registration

7.3 Council of Commissioners (Danny Olivenstein and Wayne Clifford)

In the kit.

Rental facilities: we charge the least. Purpose is not to make money but to keep our gym facilities operating and replace equipment. We are part of the community.

Student Commissioners: LBPSB is the only board that has student commissioners

Aboriginal Day: April 12, 2017

7.4 Special Needs Parent Commissioner Report (Angela Berryman)

First meeting that the parent commissioners got to vote since Bill 105 was instituted.

7.5 Parents' Committee (Jennifer DiMarco)

Last meeting was held February 2nd. 28 of 48 member schools were represented. There was a presentation on the roles and responsibilities of the LBPSB. Meeting Summary (MSR) Report in kit. They are currently creating a parent-to-parent newsletter that will be sent to all parents within LBPSB. We need to add a blurb for SNAC by March 2nd. It was agreed that a "did you know" type of blurb will be prepared on google docs and submitted by Jennifer DiMarco.

7.6 Programs and Services (Kiley Philp)

In the kit.

Financial literacy course this fall

Project on universal design for specific schools

7.7 P.T.U (Arlene Tennant) Nothing to report

7.8 P.A.S.A (Diana Martire)

Focus on staff and teacher appreciation, pink shirt day, hooked on school, Black history month, school success plan, reporting time/preparing report cards.

7.10 Professionals P.E.P. (Maureen Hunt)

Leadership conferences

Radicalization workshop

7.11 I.A.S.S. (Robert Gilmartin)

Absent. No report submitted.

7.12 Treasurer's Report (Sheila Moody)

Absent. No report submitted.

7.13 Communication Liason's Report (Jennifer DiMarco)

From November 16, 2016-January 16, 2017 there have been 698 main page hits to the SNAC website and 37 webcast hits.

From January 16-February 15 there have been 420 main page hits and 34 webcast hits.

We have received an email from an elementary school asking if we would be willing to have some SNAC parent members come and speak on the topic of IEPs from a parent perspective at their home and school meeting. Many members are interested. Do we have an IEP parent representative at the school already? It would be a great opportunity to feel out what parents are asking. Jennifer DiMarco to get in touch to find out when in the Spring.

We have also received a request from a parent to sit in on an IEP team meeting for a student. Is this allowed?

We are not able to attend the IEP meetings, however a parent may ask for advice from SNAC.

7.14 Workshops Attended - none attended

7.15 Upcoming Workshops

SNAC received news of the following upcoming workshops or conferences:

Autism Awareness Centre will be hosting a conference in Ottawa, Ontario on March 30th and 31st. The guest speakers will be Kelly Mahler speaking on Interoception: The eighth sensory system and Ruth Ellingson on the UCLA PEERS Program. For more information visit:
<https://autismawarenesscentre.com/shop/conferences-training/conferences/ottawa-march-30-31-2017/>

Autism in Motion Conference - The theme this year is building inclusive communities. It will be held Sunday March 26. It is a parent led conference with many speakers, presentations and an exhibition hall. This year it will be held at the Eric Maclean SJ Centre for the Performing Arts in Montreal. For more details on pricing and presentation times please visit their website:
<http://www.mtlautisminmotion.com>

Westwood Home and School will be hosting an Anxiety Workshop at the Westwood Jr Campus

February 21 at 7pm. Registration is limited to 50 participants but is FREE to attend. The workshop will be run by DM Family School Services. To register visit <http://www.supportwestwood.com/>

8.0 Correspondence

Question: Are students on a modified program in high school eligible for honour roll if their marks qualify?

Answer: It is up to each individual school to manage their own honour rolls.

9.0 Varia - none

10.0 Questions from the Public - None

11.0 Adjournment Upon a motion set by Kiley Philp then seconded by Stephanie Shaffer. The meeting was adjourned at 9:40pm.

Next Meeting: Wednesday March 15th, 2017 (7:00PM) in room 219/221.