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Special Needs Advisory Committee Lester B. Pearson School Board

Minutes of the Meeting – April 19, 2017

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

In Attendance: Angela Berryman, Jennifer DiMarco, Cindy Finn (S.S.D.), Kathy Robinson, Maureen Hunt (P.E.P), Marie-Eve Claude (S.S.D.), Arlene Tennant, Erik Olsthoorn (S.S.D.), Sheila Moody, Robert Gilmartin (I.A.S.S.), Franca Kesic (W.I.A.I.H), Christine McLean, Diana Martire (P.A.S.A), Wayne Clifford (Commissioner)

Regrets: Danny Olivenstein (Commissioner), Theresa Gagnon, Stephanie Shaffer, Kiley Philp, Donnalynn Rainey, Carrie-Ann Houthuys

No reply: Samantha Marco

Recording Secretary: Christine McLean

Observers: none

Jennifer DiMarco - called the meeting to order at 7:09pm

1.0 Confirmation of Quorum: Quorum confirmed by Jennifer DiMarco

2.0 Additions to Agenda: 5.4 SNAC Composition and Mandate

2.1 Approval of Agenda:

MOTION to approve Sheila Moody 2nd by Angela Berryman
MOTION carried by unanimous vote.

3.0 Corrections to Minutes of March 22, 2017

Date of the next meeting, one member was marked in attendance, but was in fact absent

3.1 Approval of Minutes of March 22, 2017 with corrections mentioned

MOTION to approve Robert Gilmartin and 2nd by Arlene Tennant
MOTION carried by unanimous vote.

4.0 Questions from the Public: None

5.0 Business Arising

5.1 Transition to High School Parent to Parent Evening planning committee:

- Question: How do we send this out to the principals?
- Tentative schedule for the night is set. Please come help set up at 6:30pm if possible
- Time of event: 7-9pm
- Update of high school information sheet by Sheila Moody for possible handout at meeting.
- contact Life program for snack supplies for the event. (Fruit platter, cookies and coffee)
- Maureen has file folders and pens for hand outs.

Motion for approval to spend \$250 on event.

MOTION to approve: by Angela Berryman and Kathy Robinson

MOTION carried by unanimous vote.

5.2 Letter sent to the Minister of Public Health and the Minister of Health and Social Services
re: Autism Action Plan for Quebec
Done and sent by Jennifer DiMarco.

5.3 Bi-law 5 Consultation on Commissioner's Code of Ethics: Discussion

Response due April 28, 2017

http://www.lbpsb.qc.ca/eng/admin/news_scroll/extra/img/46BYLAW5_CodeofEthicsandConduDRAFT.pdf

3 Recommendations:

- We want the policy reviewed by the ethics officer who made the policy.
- Consider an immediate suspension of duties if the accusation is deemed serious in nature by the ethics officer or the minister of education.
- Make public the notice of an ongoing investigation of a complaint that is deemed founded.

MOTION to approve: Angela Berryman and Kathy Robinson

MOTION carried by unanimous vote.

5.4 SNAC Composition and Mandate drafted by Angela Berryman and read by SNAC Members
- adjustment made to change "principal" to "in-school administrator"

MOTION to approve: Rob Gilmartin and Arlene Tennant

MOTION carried by unanimous vote

6.0 New Business

6.1 Consultation: By-law 1 (2017): A By-law to Fix the Day/Time/Place of Regular Meetings of the Council of Commissioners **Response Due May 5, 2017**

[http://www.lbpsb.qc.ca/eng/admin/Consultations/extra/img/122017_03_05_By-law1\(2017\)DayTimeandPlaceofCouncilofCommissionersMeetingsConsultation.pdf](http://www.lbpsb.qc.ca/eng/admin/Consultations/extra/img/122017_03_05_By-law1(2017)DayTimeandPlaceofCouncilofCommissionersMeetingsConsultation.pdf)

[http://www.lbpsb.qc.ca/eng/admin/Consultations/extra/img/13ATTACH_By-law1\(2017\)DayTimeandPlaceofCouncilofCommissioners'Meetings.pdf](http://www.lbpsb.qc.ca/eng/admin/Consultations/extra/img/13ATTACH_By-law1(2017)DayTimeandPlaceofCouncilofCommissioners'Meetings.pdf)

MOTION to approve: Kathy Robinson and Sheila Moody
MOTION carried by unanimous vote

6.2 Consultation: By-law 1E (2017): A By-law to Fix the Day/Time/Place of Regular Meetings of the Executive Committee **Response Due May 5, 2017**

[http://www.lbpsb.qc.ca/eng/admin/Consultations/extra/img/142017_03_06_By-law1E\(2017\)DayTimeandPlaceofExecutiveCommitteeMeetings.pdf](http://www.lbpsb.qc.ca/eng/admin/Consultations/extra/img/142017_03_06_By-law1E(2017)DayTimeandPlaceofExecutiveCommitteeMeetings.pdf)

[http://www.lbpsb.qc.ca/eng/admin/Consultations/extra/img/15ATTACH_By-law1E\(2017\)DayTimeandPlaceofExecutiveCommitteeMeetings.pdf](http://www.lbpsb.qc.ca/eng/admin/Consultations/extra/img/15ATTACH_By-law1E(2017)DayTimeandPlaceofExecutiveCommitteeMeetings.pdf)

MOTION to approve: Kathy Robinson and Sheila Moody
MOTION carried by unanimous vote

6.3 Consultation: Three-Year Plan of Allocation and Destination of Immovables 2017-2020

Response due May 18, 2017

http://www.lbpsb.qc.ca/eng/admin/Consultations/extra/img/162017_03_07_Three-YearPlanofAllocationandDestinationofImmovables2017-2020%E2%80%93ConsultationLaunch_FR&EN.pdf

http://www.lbpsb.qc.ca/eng/admin/Consultations/extra/img/17ATTACH_2017-2020ThreeYearPlanMarch2017.pdf

Special considerations must be considered for students that require: Ramps, elevator and handicap accessible washrooms and designated handicap spots are clearly marked at all times.

MOTION to approve: Kathy Robinson and Sheila Moody

MOTION carried by unanimous vote

6.4 Discussion: SNAC AGA for next year - set a date and order posters.

- tentative date set for September 27, 2017
- Cindy Finn to book board room
- Jen to contact printer for quotes

6.5 Discussion: SNAC Final Meeting and End of Year party - May 17th, 2017

Motion to approve a budget of \$400.00 . Dinner will be held at 6:30pm

Jennifer DiMarco to make arrangements with the catering company used previously

MOTION to approve: Franca Kesic and Angela Berryman

MOTION carried by unanimous vote

7.0 Reports

7.1 SNAC Report to Parents' Committee, Programs & Services and Council (Jen DiMarco)

<http://snac.lbpsb.qc.ca/eng/extra/img/209SNACMarch222017MSRFinal.pdf>

7.2 Administration (Cindy Finn) ~ report given

-in full planning for next year

-asst director Steve Balleine is retiring

-piloting electronic sharing of information

-looking at new registrations for next year for students with special needs. Families of students already identified will be contacted and/or visited at their daycares

-interboard agreements: review and approve (Mackay and Philip E Layton)

-entering agreements with Yaldi, Peter Hall and MOSD

- high school mini day for grade 6 students is on Monday April 24. There will be another mini day for the 2018-2019 school year, but plans to remove the mini day after that.

Discussion on how important this mini day is for students with special needs transitioning to high school. It allows them a half day in their actual future school, with their future teachers and future classmates. An opportunity to get the tour as a student, learn about the cafeteria and the transitioning from one class to the next as well as lockers.

7.3 Council of Commissioners (Danny Olivenstein or Wayne Clifford) - in kit

7.4 Special Needs Parent Commissioner Report (Angela Berryman) ~ given verbally

- busiest month for concerns

- Parents concerns: graduation paths in high school, questions about IEP's not suited for their child, extra curricular activities and the inclusion of children with special needs both

lunch time activities and after school activities

7.5 Parents' Committee (Jennifer DiMarco)

http://parents.lbpsb.qc.ca/Portals/cpctest/PC_Meeting_Summary-Report-20170406.pdf

- attended Work Oriented Training Pathway: It was an amazing presentation. Parents in attendance were able to ask many questions. SNAC members viewed pamphlets from the event.

7.6 Programs & Services Committee (Kiley Philp) absent, no report submitted verbal by Cindy Finn, brief presentation about the sex education Competency approach to education

7.7 P.T.U. (Arlene Tennant) - still having difficulty getting subs for integration aides. The schools can hire their own aides and the principal can do the screenings at the schools themselves.

7.8 P.A.S.A. (Diana Martire) - Nothing to report

7.9 Professionals P.E.P. (Maureen Hunt) - nothing to report, responding to consultation.

7.10 I.A.S.S. (Robert Gilmartin) - responding to consultation, delegates meeting and Maureen is the keynote speaker.

7.11 Treasurer's Report (Sheila Moody) - nothing to report - Jennifer will email cheque request forms for those helping purchase things for the parent to parent workshop

7.12 Communication Liason's Report (Jennifer DiMarco)

- Responses for our April 27th event are starting to come in.
- Main page hits = 361, webcast hits = 24
- added the IEP rep on governing board tab to website and transferred some info there

Questions:

1) regarding a student transferring to vanguard after vanguard acceptance. LBPSB does not need to send/sign a release for the child; if the board can provide all the services to the child. The entente releases the funding grant of the student with the student.

2) question regarding a private ABA therapist coming to work with a student at school after school hours during daycare hours. Privately hired therapists are not able to work with the students at the school due to liability issues.

8.0 Workshops

Tabled to next month by Jennifer DiMarco. She has recently attended workshops and will present on them and bring the training materials at the next meeting.

The Montreal Centre for Learning Disabilities (MCLD) parent conference is coming up this Sunday April

23 at Ruby Foo's Hotel <http://tinyurl.com/MCLD2017ParentConference>

9.0 Correspondence: Above in communication liaison's report

10.0 Varia: Jennifer DiMarco will create and send a get well soon card on behalf of SNAC to one of our members Danny.

11.0 Questions from the Public: None

12.0 Adjournment:

**Upon a motion set by Robert Gilmartin then seconded by Arlene Tennant
The meeting was adjourned at 9:12pm .**

Next Meeting: Wednesday May 17th, 2017 (6:30PM) in the cafeteria for year end dinner celebration and meeting.