



Website <http://snac.lbpsb.qc.ca>
Email: snac@lbpearson.ca

Special Needs Advisory Committee

Lester B. Pearson School Board

Minutes of the Meeting – May 17, 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), Arlene Tennant, Robert Gilmartin (I.A.S.S.), Franca Kesic (W.I.A.I.H), Christine McLean, Diana Martire (P.A.S.A), Wayne Clifford (Commissioner), Danny Olivenstein (Commissioner), Stephanie Shaffer

Regrets: Carrie-Ann Houthuys, Marie-Eve Claude (S.S.D.), Erik Olsthoorn (S.S.D.), Sheila Moody, Theresa Gagnon, Kiley Philp, Donnalynn Rainey

No reply: Samantha Marco

Recording Secretary: Christine McLean

Observers: none

Jennifer DiMarco - called the meeting to order at 7:35pm

1.0 Confirmation of Quorum: Quorum confirmed

2.0 Additions to Agenda: none

2.1 Approval of Agenda:

MOTION to approve Kathy Robinson, seconded by Angela Berryman

MOTION carried by unanimous vote.

3.0 Corrections to Minutes of April 19, 2017 none

3.1 Approval of Minutes of April 19, 2017

MOTION to approve Kathy Robinson, seconded by Angela Berryman

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

Over double the expected amount of parents attended. Very positive response from parents and staff members alike. An extra thank you to the Jennifer DiMarco, Kathy Robinson and Sheila Moody for sharing their children's personal journeys transitioning to high school.

13 Different Schools in attendance were: St John Fisher, Dorset, Edgewater, Beacon Hill, Kingsdale Academy, Margaret Manson, Beechwood, Christmas Park, Beurling, Allion, Sherbrooke Academy, Beaconsfield HS, Vanguard

Many emails have come in asking if we will be running this evening again in the future. Our hope is that the 2017-2018 SNAC committee will continue the parent to parent workshops. They will get to determine the topics they wish to cover.

The Q&A document from the event will be voted on at our next meeting and up on the website under FAQs following that. <http://snac.lbpsb.qc.ca/eng/faq/page.asp>

5.2 Request to approve the mandate and composition of SNAC: Revote due to addition:

Addition of sentence to include WIAIH as our community organization.

Approved by all. Chair to send approved version to council.

5.3 Update Handicapped Parking Spaces at Schools:

Diana Martire looked into this matter on behalf of SNAC and was told by the Region 3 manager that handicapped parking spaces are not mandatory on the private property of the school. Schools are allowed to stay in the existing status so long as they do not

touch the element – which in this case is the parking. The code will only apply should the school renovate.

6.0 New Business

6.1 New IEP template in light of Bill 105 for 2017-2018 Calendar Year:

Cindy Finn presented SNAC with a look at the new IEP template. Since IEPs are individual to each child, there is no “standard layout” to present, or that we could put up on the SNAC website.

The new changes for 2017-2018 are in the layout and spacing on the IEP as well as two key features. The HS IEP will be very similar to elementary school IEP.

At the top of the IEPs it will state:

Overview of education plan and the student’s program type.

Options will be:

- Program with adaptations only
- Program with adaptations and modifications
- Program with modifications only

In accordance with Bill 105 there is a statement of where families can go to register complaints.

The statement will read as follows:

“Complaints are to be addressed in accordance with the Lester B. Pearson School Board Complaint Examination Procedure”

A recommendation from SNAC was made to add the complaint examination procedure in a clear location on the LBPSB website and perhaps link to it on the IEP itself.

Finally, under home communications the IEP will now specify which type of communication has been made with the family. There needs to be a minimum of 10 communications per school year. It will state the date and type of contact.

6.2 Consultation By-law 9 Complaint Examination Procedure:

A draft was presented to the SNAC members.

The time frame is concerning to the committee. Will parents follow thru with this procedure due to the length of time it takes to see the complaint through to the end.

Changes under the draft version are to be made as follows in the “general feedback” section:

- **The by law proved to be a challenging read.**
- **We feel** the slides...
- **We think** that the procedures...
- **We believe** that due to the length...
- **We feel** that the stipulations...

Motion to approve with above changes: Maureen Hunt and seconded by Kathy Robinson

Abstention: Stephanie Shaffer

Motion to approve with above changes carried by unanimous vote.

Final approved version can be found here:

<http://snac.lbpsb.qc.ca/eng/extra/img/223FINALSNACcomplaintexaminationprocedurereponse.pdf>

6.3 SNAC AGA Planning Committee - Date has been set for Wednesday September 27 at 7pm. the Boardroom has been booked.

- Jennifer DiMarco provided the committee with a draft poster to review. Some changes were made to some of the wording
- Jennifer DiMarco has been in communication with the printer SNAC has used for many years. Posters will be ordered for every school by the end of May so they can be in the schools ASAP. There will be one poster per high school and two posters per elementary so one can be at the front door and one can be at the daycare door.

Motion to approve AGA poster with wording changes : Arlene Tennant and seconded by Franca Kesic Carried by unanimous vote

- Chair has created a small subcommittee that will work prior to the beginning of the

school year to ensure that everything is set for the SNAC AGA. Most work will be done via email.

-Chair will also be sending an email next month and again prior to the AGA regarding commitment expectations to all current parent members asking who is interested in returning to the committee next year. We need to know exactly how many parent openings we will be voting in at the selection event. It is important to have parents in overlapping years for continuity of the committee.

7.0 Reports

7.1 SNAC Report to Parents' Committee, Programs & Services and Council (Jennifer DiMarco) – in kit and also available on SNAC website under external reports

7.2 Administration (Cindy Finn) Provided in kit

- Changes in Head Office Administrative positions have been announced. Tom Rhymes will be the new ADG, effective July 1st. Tom Rhymes is taking over from Steve Balleine who will be retiring after a long and distinguished career in education. Stepping into Educational Services as Director is Steven Colpitts; Veronique Marin will become the new Director of International Programs.
- Two postings are currently out for Regional Director (Region 1 and Continuing Education). These appointments along with school/centre administrative changes for 17-18 will be finalized at the May Council meeting.
- Student Services is actively planning for next school year. Professionals are following up to ensure we are prepared to welcome students with special needs who are moving from grade 6 to high school as well those incoming students at the elementary level. For those students who will be leaving our system, graduation celebrations will soon take place throughout the system. Our students in the LIFE and Co-Op programs will mark this milestone with various events.

7.3 Council of Commissioners (Danny Olivenstein) Provided in kit

- CASP Program- A competency based approach to social participation for students age 8-16 with moderate to severe disabilities. The program is intended to help students be able to participate in community life to the best of their ability. Springdale Elementary was chosen to be the pilot school in the 2015-16 school year. They have a small grouping of students who come into kindergarten with

developmental delays. So far, it is working very well.

- Enriched Entrance Exam This initiative was put on hold this year but plans are underway to have a board wide enriched entrance exam on May 11th, 2018 for entrance to the 2019-20 school year. This information will be sent to current grade 4 students in June by ERMS. Current grade 6 students will write on November 4th, 2017 at the high school of their choice.
- Summer School 2017 Due to major road construction in front of St. Thomas High School, Lindsay Place will now be used, along with LCCHS, for summer school. Welcome to Kindergarten We have acquired approximately \$27,000.00 to use towards a literacy project to help children integrate into kindergarten. Each parent receives information and a kit to work with their child over the summer, in order to get them ready for school.
- PEF is partnering with Spectrum Voices, a wonderful 15 voice chorale group and the LBPSB Co-op Program, our life-skills and work-study program for young adults (18-21) with developmental delays. The 4 day spring camping trip up north is an integral part of the program, often their first overnight time away from home and parents, many of whom cannot afford their share of the \$4000 cost of transportation and camp fee. The proceeds from the Spectrum concert of favourites from the 50s, 60s & 70s on May 12 and 13 will make it possible.

7.4 Special Needs Parent Commissioner Report (Angela Berryman)

Verbal report given.

7.5 Parents' Committee (Jennifer DiMarco / Stephanie Shaffer)

Unfortunately SNAC was not represented officially at the May 4th meeting. The main delegate had given her regrets and the alternate was asked to go in her place but did not attend. The meeting summary report was provided by PC and was in the kit but is also available on the PC website <http://parents.lbpsb.qc.ca/reports> . Requirements for quorum were not met at this meeting with only 17 of 28 schools being represented. There was a presentation by LEARN Quebec. LEARN is a non-profit educational organization offering the English-speaking community in Quebec online information and resources for FREE. More information can be found on the LEARN website.

www.learnquebec.ca

- one of the SNAC parent members mentioned the positive benefits her child has

seen with the help from LEARN.

7.6 Programs & Services Committee (Kiley Philp) via Cindy Finn as Kiley was absent: There was a presentation by educational services on how to connect anglophone youth to the Quebec culture.

7.7 P.T.U. (Arlene Tennant) – Mini Day cancellation. It was confirmed that SNAC was misinformed last month. This was the final year for the mini day. It has been cancelled. Cindy assures us that admin is looking into replacing it with something.

-SNAC will be writing a letter to Noel Burke the interim Chair of the Council of Commissioners and approving it at the next meeting (September) to express our disappointment that the min day is being re-examined. SNAC would like to express our concern and would like to know what will be replacing that will service these students. A number of the parents of the students we represent have expressed that the mini day helps tremendously in reducing first day anxiety. They get an opportunity to meet new classmates and teachers and walk the halls prior to being a full time student there. Staff also get an opportunity to meet and interact with the students with special needs ahead of the first day via the mini day.

7.8 P.A.S.A. (Diana Martire) Provided in kit. School resource teams (along with SSD professionals) are beginning visits of new students coming into our schools whose parents have identified special needs during registration. Articulation meetings are planned and beginning to take place for those transitioning from grade 6 to 7. New this year is that SSD is making the exchange of information between schools available online. Student files are being reviewed and the last term of IEPs will begin to be prepared next month.

7.9 Professionals P.E.P. (Maureen Hunt) Included in Cindy Finn's report. Prior to the Montreal floods, student services dedicated their April departmental meetings to world cafe model workshops on Procedural policy of Traumatic Events and Critical Incidents. This allowed the professionals a refresher on tools to talk with the kids and staff should these events occur. They focused primarily on coping, stress management, suicide and death

7.10 I.A.S.S. (Robert Gilmartin) John Rennie had a BBQ for all resource depts, delegates meeting with Maureen Hunt as guest speaker. Jen DiMarco will make card for Catherine in Life Program congratulating her on her award.

7.11 Treasurer's Report (Sheila Moody) verbally reported by Jennifer DiMarco After the expenses from our parent to parent workshop and our year end dinner we should have approx. \$800.00 budget left to spend on our written materials. This money must be spent and submitted for reimbursement before June 30th. Vote to spend the rest on printing materials for future SNAC events.

Motion to spend the remaining budget on printing and other promotional materials Robert Gilmartin and seconded by Kathy Robinson
Motion carried by unanimous vote.

7.12 Communication Liason's Report (Jennifer DiMarco)
625 main page hits and 22 webcast hits since April's meeting

Question: If your child is in high school and on a modified program does school then end on June 7 since they do not take part in the final exams?

Response: It is important to contact the individual school to ask this question as some schools may offer a few extra activities such as a field trip or in school activities. Often the cost for these extra days is incurred by the parents as they are not part of the official school days.

- Rob from IASS also pointed out that the contracts for HS integration aides ends on June 7.
- Cindy mentioned: The classes end date is based on the ministry exams and those dates are set in January of the same year.

Question: When will we receive the email from our school with the dates for the HS exams?

Response: Jennifer mentioned it is up on the LBPSB website and has been for a few

weeks now. It is the first thing that pops up on the home page. Follow up with the school directly. Also - a reminder for parents to check with the school resource team to ensure all accommodations set forth in your child's IEP are set up BEFORE the formal examination time begins (extra time, quiet room etc).

<http://www.lbpsb.qc.ca/eng/admin/admissions/extra/img/6May-June2017ExamSchedule.pdf>

8.0 Workshops (Jennifer DiMarco) - Gave a description and showed handouts and workbooks from the workshops she has recently attended (PEERS program and sensory kids).

9.0 Correspondence

Autism Speaks Walk is coming up Sunday May 28th, 2017. It will be held at McGill University. For more information or to register your team visit www.ascwalk.ca

10.0 Varia - none

11.0 Questions from the Public - none

12.0 Adjournment

Upon a motion set by Robert Gilmartin then seconded by Angela Berryman
The meeting was adjourned at 9:41pm

THANK YOU EVERYONE for your dedication and excellent work this year !!

Next Meeting:

SNAC AGA and Selection of New Members for 2017-2018 School Year will be held Wednesday September 27, 2017 at 7pm in the main boardroom of LBPSB head office.