

**Special Needs Advisory Committee**  
Lester B. Pearson School Board

**MINUTES OF THE MEETING – JANUARY 25<sup>TH</sup>, 2012**

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

**In Attendance:** Angela Berryman, Irene Bilaj, Sandra Buckingham, Marie-Eve Claude, Cindy Finn, Christopher Fuzessy, Jane Fullerton-Kelly, Aisha Ghauri, , Conny Held, Cherry Marshall, Pam Normandin (from 7:05), Daniel Olivenstein, Kiley Philp, Chantal Robichaud, Barbara Schneider.

**Regrets:** Jennifer DiMarco, Margo Edwards

**Absent:** Myriam Boffice, Michelle Harper

**Other:** Camelia Burlec, Heidi Terselic

**Recording Secretary:** A. Graham

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Sandra Buckingham called the meeting to order at 7:02.

**1.0 Additions to Agenda**

**1.1 Approval of Agenda**

(SNAC1112-1.1) It was moved by Barbara Schneider that the agenda be accepted as presented. The motion was seconded by Angela Berryman and unanimously resolved.

**2.0 Corrections to Minutes of November 30<sup>th</sup>, 2011**

**2.1 Approval of Minutes of November 30<sup>th</sup>, 2011**

(SNAC1112-1.2) It was moved by Barbara Schneider that the minutes of November 30<sup>th</sup>, 2011 be accepted with minor corrections from Chantal Robichaud. The motion was seconded by Chantal Robichaud and carried unanimously.

**3.0 Business Arising**

**3.1 SNAC Projects: Review Priorities, establish working groups & deadlines**

Sandra Buckingham created a priority listing of suggested projects from the list created in November. Responses were received from six parents and four staff, and were then given a weighted distribution based on individuals' preferences. Volunteers for the projects were included in the summary.

The top three priorities included hosting a seminar, IEP preparation documents and the SNAC Handbook/Pamphlet. It was noted that the CPC parent conference will be held March 31<sup>st</sup>, and that the updated SNAC pamphlet should be available for the conference. Aisha Ghauri volunteered to assist Irene Bilaj, Barbara Schneider and Angela Berryman to create a draft version of the updated SNAC pamphlet to be approved at the February meeting.

As the IEP preparation document is a similar document, it was suggested that the draft version be submitted for approval at the meeting to be held March 28<sup>th</sup>.

Chantal Robichaud volunteered to help Kiley Philp, Barbara Schnider and Angela Berryman to create the draft version.

The CPC will be hosting a parent conference on March 31<sup>st</sup>, therefore it was suggested that the week of May 14<sup>th</sup> be selected as the ideal time to host a conference at the board. Sandra Buckingham noted that, at a previous seminar, Maureen Hunt gave a presentation about advocating for the child in the school system. Cindy Finn will attempt to contact Maureen Hunt to determine her availability for a similar lecture. It was requested that the committee make available 200 to 250\$ as a potential stipend for the conference.

Chantal Robichaud offered to assist Jane Fullerton-Kelly to consolidate a list of Tips&Tricks to be posted to the SNAC website.

Barbara Schnider suggested that the remaining project options be held as recommendations for the 2012-2013 SNAC to adopt as potential projects.

## **4.0 Reports**

### **4.1 Administration**

Cindy Finn provided a written report. Cindy Finn then introduced Marie-Eve Claude as a new Student Services representative and responded to questions from the committee regarding the distribution of SNAC pamphlets at Open House events as well as the effects of Bill 21, where in certain specific cases psychologists may now provide an assessment of Autism that will be recognized by MELS [which in the past required an assessment from a psychiatrist]. Final decisions from MELS will be shared with the board in March 2012, so it will be interesting to watch this development.

### **4.2 Council of Commissioners**

Conny Held and Daniel Olivenstein gave a verbal report to the committee. The following items were covered in their report:

- The budget consultation due March 30<sup>th</sup>.
- The Green Policy consultation due May 7<sup>th</sup>.
- The Enrolment Criteria being approved.
- The appointment of Marie-Eve Claude to Student Services.
- The linguistic policy consultation
- A review of events from 2011 including: the launch of the DCP website, the CPC parents conference, the election of Suanne Day as commissioner upon the departure of Marcus Tabachnick, the Student Leadership Conference, the ninth annual student peace summit and the opening of Birchwood elementary.
- Initiative with high school students and Grade 6 student reps- transition to high school

Conny Held and Danny Olivenstein then responded to questions from the committee regarding the topics discussed in their report.

### **4.3 Central Parents' Committee**

The January meeting did not reach quorum due to the snowstorm, however there were topics discussed and a written report was included in the kit. The major project at the moment is the parents' conference to be held March 31<sup>st</sup>. A list of workshops was recently developed by Laura Derry. At the moment there are two workshops aimed at special needs, including one about autism and a presentation from Mr. Olivenstein. Suggestions for a third special needs lecture

are being requested, such as ADHD or the Brain Gym program. SNAC members recommended that Laura Derry should contact CROM, WIAIH or the LDAQ to setup information kiosks at the event. There will be no guest speaker this year. Registration will take place online as well as one day by telephone. The CPC is also looking for volunteers to share the CPC/SNAC booth during registration and the lunch break. It was noted that volunteering at the booth will not interfere with attending the lectures, and that volunteers may submit their name via email. A SNAC banner should be printed.

#### **4.4 Education Committee**

A written report was submitted. The Education Committee hosted a presentation about the types of libraries and how they differ based on location. The committee also received positive feedback about the new report cards, and will be addressing the principals' right to refuse entry to children with lice.

##### **4.4.1 Ed. Subcommittee: Special Needs Policy Review**

The subcommittee held a presentation about the IEP and how it impacts parents and kids. They are now prepared to receive input from the SNAC and have invited Sandra Buckingham and Barbara Schnider as SNAC representatives to attend the meeting to be held March 20<sup>th</sup>. Due to the scheduling for the priorities list, it was suggested that the April meeting would be a preferable time to attend the meeting. This was confirmed by a show of hands, with only one person in favour of attending the March meeting. Any feedback for the special needs policy should be sent to Sandra Buckingham. It was noted that the next meeting of the subcommittee will be February 21<sup>st</sup>.

#### **4.5 P.T.U.**

No report was available for the meeting. Cindy Finn will contact Myriam Boffice to ensure that a report is available for future meetings.

#### **4.6 P.A.S.A.**

Jane Fullerton-Kelly provided a written report at the meeting. From her report she highlighted the registration period, the MELS exams, the professional day to be held February 10<sup>th</sup>, and the report cards to be issued by mid-March. It was discussed that that this year elementary boardwide testing is being scheduled over the next four months, rather than grouped together at the end of the year, with the MELS exams for Grade 6 still administered in May and June. This will allow resource teachers more time to provide support to S.N. students needing adaptations or modifications at each grade level.

#### **4.7 Professionals**

Pam Normandin provided a verbal report to the committee. Her report focused on the workshops to be held during the professional day and the screening form for integration aides. It was noted that a copy of *The Collector of Bedford Street* was obtained for viewing. Professionals also attended a recent workshop at the MacKay Center, to help to prepare parents of children with physical disabilities who will be starting Kindergarten next year.

#### **4.8 I.A.S.S.**

Margo Edwards provided a written report to the committee, but was unable to attend the SNAC meeting. A question was raised about the rejection of the request to increase the work week by five hours. Ultimately, the hours are determined by multiple factors which cannot be increased in an equitable way to meet the demands of the aides and the needs for the services.

#### **4.9 Treasurer's Report**

There have not been any significant changes to the treasurer's report. Committee members were reminded how to submit expenses to be reimbursed.

#### **4.10 Website Administrator's Report**

This item was tabled as Jennifer DiMarco was unable to attend.

#### **4.11 Workshops attended**

No workshops were attended since the last meeting. It was noted that the Montreal Children's Hospital will be hosting a workshop on January 27<sup>th</sup> about emotional dysregulation.

### **5.0 New Business**

#### **5.1 LBSPB Budget Consultation [due March 30, 2012]**

Angela Berryman volunteered to compile the feedback for the budget consultation due March 30<sup>th</sup>. A copy of last year's response was included in the kit as an example. Committee members are requested to submit their feedback by February 22<sup>nd</sup> to be included in the draft response for the February meeting.

### **6.0 Correspondence**

#### **6.1 WIWC Support Group**

Barbara Schnider submitted an invitation to the WIWC Support Group to be held February 1<sup>st</sup>. The contact information was included in the invitation.

#### **6.2 Email from Commissioner Zemanovich**

Commissioner Zemanovich wrote a letter about autism, suggesting that the SNAC network with similar organizations in other boards.

#### **6.3 Connections/Branchez-Vous Newsletter**

The Connections/Branchez-Vous newsletter was included in the kit. It was noted that the LDHQ will be hosting a lecture February 21<sup>st</sup> about the importance of assessments for promoting school success.

### **7.0 Varia**

Nil.

### **8.0 Questions from the Public**

There was a question concerning the availability and registration for seminars. Popular resources and common registration methods were cited in the response.

### **9.0 Adjournment**

The meeting was adjourned by Sandra Buckingham at 8:40pm. The next meeting will be at 7:00 p.m. on Wednesday, February 29<sup>th</sup>, 2012 and will be held at the Lester B. Pearson School Board, 1925 Brookdale, Dorval in room 219/221.