

Special Needs Advisory Committee
Lester B. Pearson School Board

MINUTES OF THE MEETING – FEBRUARY 29TH, 2012

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

In Attendance: Shauna Beauchamp, Angela Berryman, Sandra Buckingham, Marie-Eve Claude, Jennifer DiMarco, Cindy Finn, , Aisha Ghauri, , Michelle Harper, Cherry Marshall, Pam Normandin (from 7:19), Daniel Olivenstein, Kiley Philp, Chantal Robichaud, Barbara Schnider.

Regrets: Irene Bilaj, Margo Edwards, Jane Fullerton-Kelly, Christopher Fuzessy, Conny Held

Other: Camelia Burlec

Recording Secretary: A. Graham

Sandra Buckingham called the meeting to order at 7:12.

1.0 Additions to Agenda

1.1 Approval of Agenda

(SNAC1112-2.1) It was moved by Kiley Philp that the agenda be accepted with the addition of kiosks to item 3.1.2. The motion was seconded by Jennifer DiMarco and unanimously resolved.

2.0 Corrections to Minutes of January 25th, 2012

2.1 Approval of Minutes of January 25th, 2012

(SNAC1112-2.2) It was moved by Barbara Schnider that the minutes of January 25th, 2012 be accepted as presented. The motion was seconded by Angela Berryman and carried unanimously, with abstentions from Kiley Philp and Jennifer DiMarco.

3.0 Business Arising

3.1 SNAC Projects:

3.1.1 Updated SNAC Logo (hi-res and lo-res)

Jim Hendry has created an updated version of the SNAC logo in both hi-resolution and lo-resolution. The logo was used on the agenda, and will be used on the website.

3.1.2 CPC Parent Conference: Update (workshops, kiosks, banner, link)

The latest information about the CPC parent conference was included in the kit. Registration began on February 20th and has had a very positive response. There is expected to be at least two presentations relating to special needs. As well, the SNAC and the CPC will be sharing a booth at the event. Jennifer DiMarco will be at the booth in the morning, and the lunch hour will be split between Barbara Schnider and Angela Berryman.

A banner with the new logo will be printed for the booth, and a link has been added to the SNAC website.

3.1.3 Seminar: Discuss and Approve Invitation; Links; Distribution

Information about the seminar was included in the kit. Cindy Finn was able to get Maureen Hunt to host the seminar. To ensure her availability, the proposed date is May 23rd, 2012. Minor changes to the invitation were reviewed and will be incorporated into the final version which will be sent to schools via the Student Services Department. Parents may be asked to RSVP to the SNAC email by May 7th 2012.

3.1.4 Pamphlet: Discuss and Approve Updates to Text

Sandra Buckingham extended her thanks to the pamphlet subcommittee for their extraordinary efforts updating the SNAC pamphlet. A copy of the updated pamphlet was included in the kit. The changes made to the pamphlet were reviewed. Additional changes were discussed, such as removing unnecessary information and reformatting sections to make the information more visually appealing. Subsequent to discussions, it was determined that an email vote would be the most appropriate method to approve the updates once they have been integrated into the document.

3.1.5 Expense Approvals

Current expenses include seventy-five dollars to create a banner for the CPC Parent Conference and 250\$ for the seminar with Maureen Hunt. An initial quote for printing 5000 copies of the pamphlet is approximately 480\$ plus taxes. Additional quotes will still be accepted. Costs may increase if colored paper is used. **(SNAC1112-2.3)** It was moved by Kiley Philp to approve the proposed expenses. The motion was seconded by Jennifer DiMarco and was unanimously resolved. It was noted that the CPC may ask for a financial contribution for the parent conference, but it has not done so yet.

3.2 LBPSB Budget Consultation: Discuss and Approve [due March 30]

Sandra Buckingham thanked Angela Berryman and Barbara Schnider for their input for the budget consultation response. Two changes were requested prior to approval. The first was for question 1, item c, bullet three: it was requested that the "Ensure continuity of services for students by avoiding changes" be changed to "minimize changes" as well as having the sentence end after "working with the student". The second requested change was for response d of question 1: it was noted that integration aides and special ed technicians are paraprofessionals. **(SNAC1112-2.4)** It was moved by Jennifer DiMarco to approve the budget consultation response with the noted changes. The motion was seconded by Aisha Ghauri and it was unanimously resolved to approve the response.

4.0 Reports

Sandra Buckingham thanked the representatives for submitting written reports.

4.1 Administration

Christopher Fuzessy provided a written report but was unable to attend the meeting. Questions about the report centered on the MELS program between

boards and the MSSS/MESS partners. Cindy Finn provided a written report and discussed the new "LIFE" program (Learning Through Independence and Functional Education) aimed at secondary students with moderate-severe intellectual impairments or autism. It will be housed at Lindsay Place High School, and will receive students from all over the board. The first few students are expected after March Break.

4.2 Council of Commissioners

Daniel Olivenstein gave a verbal report to the committee. The following items were covered in his report:

- The Macdonald High School Robotics Team
- CEGEP registration dates.
- Anti-Bullying legislature (bill 65).
- The renewal of the special status for Children's World Academy.
- Contract negotiations with cellular service providers.
- Gym rental rates and the end of subsidizing the K-4 program

Danny Olivenstein then responded to questions from the committee regarding the topics discussed in his report.

4.3 Central Parents' Committee

The report was included in the kit. The next meeting will be held March 1st.

4.4 Education Committee

The Education Committee report was included in the kit. The report highlighted the presentations that were given at the meeting.

4.4.1 Ed. Subcommittee: Special Needs Policy Review

No report was available for the kit as the meeting took place on February 28th. The meeting focused on the collective agreement, and how that will affect the special needs policy review. It was noted that Sandra Buckingham and Barbara Schnider will be attending the meeting in April.

4.5 P.T.U.

No report was available for the meeting; however, Shauna Beauchamps was introduced as the new P.T.U. representative.

4.6 P.A.S.A.

Michelle Harper provided a written report to the committee. She highlighted recent important events such as the admin review date, the Central Students' cotillion and the summer school dates. She also emphasized that Administrators are reviewing Bill 56, and that secondary schools are entertaining visits from the Vocational Education Roadshow.

4.7 Professionals

Pam Normandin provided a written report informing the group of the extensive list of workshops that were attended by professionals and support staff with in the past month, as well as a list of PD workshops that have been offered by LBPSB professionals. It was noted that they are currently researching different apps and examining best practices. A question was asked about Bill 21 and the protocols for diagnosing autism. There have not been drastic changes as MELS

requires multi-disciplinary team evaluations before they will recognize a diagnosis.

4.8 I.A.S.S.

Margo Edwards provided a written report to the committee. Results from the survey sent out to all Integration Aides regarding special needs have been tabulated but are not yet ready for presentation.

4.9 Treasurer's Report

There have not been any significant changes to the treasurer's report, the current balance is at 6928\$.

4.10 Website Administrator's Report

Angela Berryman will be assisting Jennifer DiMarco with email responses as there were thirteen in February including a request for funds from the Canadian Resource Directory and advertising space for *Inspirations*. Both requests were declined. File folders were created to store copies of emails received.

The hit counter was reset on February 17th and again today. By February 17th, there had been 436 hits. At the end of month reset there were 658 hits.

4.11 Workshops attended

No workshops were attended since the last meeting.

5.0 New Business

5.1 Discuss possible partnership with SWLSB SEAC group

At the January meeting, communication efforts amongst the SNAC organizations were discussed. Sir Wilfred Laurier School Board has contacted us in that regard to exchange access to online documentation. It was generally agreed that this would be a beneficial arrangement for both boards, and as an additional gesture, it was recommended that we extend an invitation for 2-3 of their representatives to attend the workshop to be held in May.

5.2 SNAC Projects: IEP documents, Tips & Tricks (subcommittees + timeline)

The SWLSB special needs committee has a thorough document about IEPs already available online. Given the developing relation with the SWLSB it was recommended that their IEP document be used as a starting point to develop our own document for the next meeting. The Tips & Tricks project was tabled to the next meeting.

5.3 LBPSB Special Needs Policy Review: initial comments by April 1.

Sandra Buckingham and Barbara Schnider will be attending the April meeting of the special needs policy review subcommittee. Any initial comments should be forwarded to them by March 21st to be compiled by April 1st.

6.0 Correspondence

6.1 Email correspondence: Commissioner J. Kelley, Ed Subcommittee

An email was sent to B. Freeston and J. Kelley thanking them for the invitation to the education subcommittee.

6.2 Pearson Education Foundation request

The SNAC requested to be added to the list of donation recipients. Funds will be used towards programs like the sensory breaks program. Total administration fees will be 3% of the donations.

7.0 Varia

There will be an Autism Speaks walk on May 27th. As well, the second annual special needs fair will be held September 13th, 2012 at the Holiday Inn.

8.0 Questions from the Public

Nil.

9.0 Adjournment

The meeting was adjourned by Sandra Buckingham at 9:24pm. The next meeting will be at 7:00 p.m. on Wednesday, March 28th, 2012 and will be held at the Lester B. Pearson School Board, 1925 Brookdale, Dorval in room 219/221.