



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

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

**Minutes of the Meeting – April 17, 2019
Held at Lester B. Pearson School Board
1925 Brookdale, Dorval**

In Attendance:

Andrea Altman-Levy, Tracy Bieszez, Angela Berryman, Lauren Broad, Jennifer DiMarco, Cindy Finn, Robert Gilmartin, Evelyne Hornblower, Franca Kesic, Lisa Mancini, Sheila Moody, Danny Olivenstein, Kathy Robinson, Lindsay Weisbloom

Regrets: Maureen Hunt, Julia Orlando

No Reply: Leeann Blondin, Nadine Van Elslande, Randi Spanier

Secretary: Evelyne Hornblower

Observers: 1 member of the public

Jennifer DiMarco called the meeting to order at 7:04 PM

1.0 Confirmation of Quorum: Quorum was reached

(quorum is considered 9 or half the voting members as per the internal rules)

2.0 Additions to Agenda:

Addition 5.6 Director General Selection Criteria Consultation

2.1 Approval of Agenda:

MOTION to approve by Rob, seconded by Lisa

MOTION carried by unanimous vote

3.0 Minutes Approvals

3.1 Corrections to Minutes of March 27, 2019

Changes to Angela 6.4 section, and ended at 9:34pm not 8:34pm

3.2 Approval of Minutes of March 27, 2019

MOTION to approve by Lauren, seconded by Cindy

MOTION carried by unanimous vote

4.0 Questions from the public

No public at this time

5.0 Business Arising

5.1 Consultation: Policy on Major School Change: Response due April 29, 2019 (Jen)

Discussed the consultation response - edited and made additional recommendations.

MOTION to approve by Sheila, seconded by Lauren

MOTION carried by unanimous vote

Note: Angela abstained from adding comments and voting

5.2 Letter to government extra 20 min recess (Jen on behalf of Maureen)

Thank you to Maureen for her draft letter to review.

Recommendations were addressed.

MOTION to approve by Tracy, seconded by Lisa

MOTION carried by unanimous vote

5.3 Parent Information Evening Wrap Up 2019 (Jen)

73 Parents signed in on our registration forms - however there were just over 80 in the room with chairs along the sides of the boardroom ! A large thank you to the entire committee for putting this event together and to our subcommittee for gathering the materials. A wonderful thank you to the students in the LIFE program who made delicious treats for us to enjoy!

Parents attended from a variety of schools:

Elementary Schools

Beacon Hill

Beechwood

Birchwood

Christmas Park

Children's World Academy

Clearpoint

Dorset

Edgewater

Forest Hill Sr.

Kingsdale

Margaret Manson

Pierre Elliott Trudeau

Riverview

Sherbrooke Academy

St. Edmund
St. Charles
St. Patrick
Terry Fox
Westpark

High Schools

Beaconsfield
Riverdale
John Rennie
Macdonald
PCHS
Riverdale
St. Thomas
Westwood Jr
Westwood Sr

Outside of LBPSB

College Charlemagne

Overall this was appreciated, more geared towards younger students versus older students. Discussed the different suggestions made by parents in order to feed next year's parent information night.

Presentation is on our website and is available to the public.

5.4 End of Year Dinner

In the past several years we use some of our budget to have a year end dinner prior to our last meeting. We have used the cafeteria for the dinner. Would we like to do the same again, or go out to a restaurant and book a private area where we can also hold our meeting afterwards? Do we want to do it for our May meeting or meet again a different day?

Last year we had food catered by Scarolie's and spent approx \$450 total - Food was around \$350 and drinks, plates etc another \$100 approx

Discussion - we will have it before our final meeting - on Wednesday May 8th. Dinner at 6pm, meeting at 7pm or 7:15pm.

Scarolie's approved for dinner. Jen will send out email survey a week before next meeting.

Motion to approve up to \$500 to spend on the year end dinner

MOTION to approve by Cindy, seconded by Tracy

MOTION carried by unanimous vote

5.5 September AGA Date & Posters

Last year was held the last Wednesday in September.

We need to hold our AGA so we can select our parent members prior to the PC AGA .

Date suggestion Wednesday September 25

Jen reached out to PC chair and he said although it hasn't been officially voted on yet, he is planning the last week in September for their AGA.

Last year we printed posters and delivered them in June:

- 1 for each HS
- 2 for each elementary school

For the past several years we have had posters printed outside at a cost of approx \$150. Jen will check to see if the LBPSB Printer is able to print coloured posters this year. Cindy believes so, they are not exactly the same size but have done so for other events.

MOTION to approve up to \$250 be spent on posters for our AGA by Rob, seconded by Kathy
MOTION carried by unanimous vote.

5.6 Director General Selection Criteria Consultation (Jen)

SNAC received an email this morning stating that current Director General Michael Chechile has announced his retirement effective September 3, 2019. SNAC has been asked to provide feedback on selection criteria to help the search committee develop a mandate and serve as the foundation for the interviews that will take place with prospective candidates. Responses must be in by May 7, which is prior to our meeting so we must draft a response this evening.

Letter was drafted with SNAC recommendations for the DG

MOTION to approve by Lisa, seconded by Kathy
MOTION carried by unanimous vote.

6.0 Reports/Questions for the following committees

6.1 SNAC meeting Summary Report to Parents' Committee and Council (Jen)

The summary report was sent in the kit and is available on our website under external reports <http://snac.lbpsb.qc.ca/eng/ExternalReports/page.asp>

6.2 Administration (Cindy)

Very busy time of year, added issues of staff/personnel leaving, services coordinator leaving and much change in staff taking place which stretches out current resources. April 4th, music show, included elementary schools.

Moving students from one school to another, and also dealing with K4 is a current challenge that administration is tackling.

Q: Will admin tackle transition from daycare to K4 for the students with special needs?
R: Yes there will be articulation meetings with daycare and K4 when the information is shared.

Q: What is the minimum and maximum amount of students for K4?
R: Minimum 6 kids within the postal codes to open the K4. Ministry advises no more than 14 kids per 1 teacher.

Q: Will there be a teacher and an assistant?
R: Ministry states 1 teacher and 1 assistant.

Q: For the new K4 are kids out of postal code range eligible?
R: Yes, however first 6 spots to open a class must be within the postal code area, after that others are welcome to apply

Discussion: Some of the students in the K4 may not yet be toilet trained. Which staff member will be responsible for such tasks?

6.3 Council of Commissioners (Danny)

Full meeting report in kit

Field Trip Policy Forms

Questions came up at the last meeting, concerning this permission form. T. Rhymes explained the four changes.

- The emergency medical form was removed
- A field was included for description of activity including references to the information letter provided with the trip
- There was a field added for any specific requirements or skills
- There was mention made of parents needing to include any changes to their child's medical status
- Attention was drawn to the new distinction in the policy between student supervision ratios and supervision for students with special needs.

Summer School Locations

- JRHS and LCCHS have been selected as the locations for the 2019 summer school classes from July 8th to August 2nd. Transportation will be provided for off Island students only, to JRHS.

Riverdale and Riverview Updates

- Plans are proceeding to close Riverdale on June 30th and move it to the PCHS building. Town Halls, merger committee meetings and joint activities are all in the works, to make the transition as smooth as possible

- After the flood at Riverview Elementary, and with ongoing repairs, students have been dispersed between Verdun Elementary (cycle 1 and 2) and Burling Academy (cycle 3)
- A big shout out to the maintenance and facilities personal, as well as the teachers, support staff and administrators of both schools for the speed at which students were able to return to classes after this unfortunate situation. Repairs are estimated to take the remainder of this school year to complete. CFER and SACC at the Riverdale Building Both CFER program and the career center will remain in the Riverdale building once it's turned over to the CSMB, for an undetermined amount of time.

20 Minute Recess

- The CAQ Government has imposed an extra 20 minutes for recess in all our elementary schools, beginning in September. This needs to be a separate activity from morning recess and lunchtime. Details and logistics still remain and issue and need to be worked out.

4 Year Old Kindergarten

- With the announcement of 4 year old kindergarten, beginning on September, LBPSB has been approved for 19 groups (minimum 6 students, maximum 14) The board is in the process of verifying space. Teacher availability is of concern as well. The board is in the process of verifying space and confirming the Human Resource parameters (specifically teaching categories) in the new program.

3 main individuals are leaving the Board: Paula, Chris F., Michael C.

Buy Impact tickets (won last game), April 28th tickets are half price, help support.

6.4 Parent Commissioner - Special Needs (Angela)

No formal report. The IEP feedbacks received are 90 % of the parent feedbacks that are coming up. One of the items to push will likely be changing governance. How will the change impact the voice of this committee? A lot of things come up that parents are not all aware of. Need to see how SNAC will be affected.

Who will we write to and bring up our concerns to?

6.5 Parent's Committee (Jen/Lisa)

The last meeting was April 4th - meeting summary report in kit

It was asked at the last SNAC meeting what the * meant next to the names of some of the schools. It is confirmed that it means that the Parents Committee Representative or Alternate remain unconfirmed.

The Chair of EPCA presented at the last PC meeting. PC Chair or SNAC have still not received any written information on the new special needs advisory committee they are wanting to start.

Dayo - one of the directors of EPCA said he would send it to the chair of SNAC - has yet to be received. Chair of SNAC spoke to the Chair of EPCA at the end of the PC meeting, she said that she would like the 2 representatives from LBPSB to come from our SNAC committee. Jen explained she has yet to receive information in writing and

provided her with the SNAC email address. She said they would meet only a few times a year and likely in Montreal on the weekend.

PC newsletters/ ERMS communications

The Parents Committee is able to send 3 emails to the entire LBPSB parent population through the ERMS communication system. They have not used any this year! They mentioned that they are hoping to create and send a newsletter by the end of the school year.

What would we like to ask them to add on behalf of SNAC?

- AGA poster
- perhaps info on our parent information session?

Jen to ask next meeting how much space we could use/ who to submit info to.

6.6 Programs & Services Committee (Kathy)

Much talk about addendum C to have Special needs on the forms.

Presentation on different programs - bilingual, francais plus etc. Statistically grade averages remain similar regardless of the type of program offered and overall success remains similar per the Director of Educational Services.

6.7 Pearson Teachers Union PTU (Tracy)

Nothing to report

6.8 Pearson Association of School Administrators PASA (Lindsay Weisbloom)

Nothing to report

6.9 Professionals PEP (Maureen Hunt)

Year end report in kit for our information.

6.10 Independent Association of Support Staff (Rob Gilmartin)

Having delegate conference on April 22nd, Topic is wellness.

Congratulated SNAC for the April 7th Parent information presentation on Anxiety.

6.11 Treasurer's Report SNAC Budget Update (Lauren)

See report in the meeting kit

All monies must be spent by June 30th. We will spend in May on the year end dinner and posters for AGA.

Discussion on printing of updated IEP resource kits. Last year were able to print approx 350 booklets for under \$250.

If we can update in time, we can vote at May meeting to spend.

Will check how many brochures we have left and notepads.

Can also spend for folders for next years parent information sessions.

6.12 Communication Liaison Report (Jen/Sheila)

Since March there have been 210 hits to the main page and 22 hits to the webcast page.

Website was updated with the anxiety presentation

Jen will update the website with the SNAC consultation responses we just approved and our letter to the minister.

7.0 Correspondence

- WOTP Flyer for Information Night - May 7 in main boardroom
- WIAIH Parents group beginning on transitions to adulthood. First session will be May 14th 7-9pm will be run by a parent. RSVP to WIAIH
- Puzzle me blue Fundraiser April 29 in DDO for Social Tree Foundation - special guest is Steven Atme pianist and autism self advocate. He will talk about his talent and career journey as an adult on the spectrum
- Proset Autism - special needs tennis Spring and summer programs, looking to train the new training instructors.

8.0 Varia

Nothing to report

9.0 Questions from the public

No questions from the public

10.0 Adjournment

MOTION to adjourn the meeting by Rob, seconded by Tracy

MOTION carried by unanimous vote

The meeting was adjourned at 9:21 PM

Next Meeting: Wednesday May 8 - Dinner at 6pm Meeting at 7:15 pm.