

Special Needs Advisory Committee
Lester B. Pearson School Board

MINUTES OF THE MEETING – MAY 30TH, 2012

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

In Attendance: Shauna Beauchamps, Angela Berryman, Sandra Buckingham, Jennifer DiMarco (from 7:25), Cindy Finn, Christopher Fuzessy, Aisha Ghauri, Pam Normandin, Daniel Olivenstein, Kiley Philp, Allison Provost [replacing Margo Edwards], Chantal Robichaud, Barbara Schnider (from 7:55).

Regrets: Irene Bilaj, Marie-Eve Claude, Jane Fullerton-Kelly, Michelle Harper

Absent: Conny Held, Cherry Marshall

Recording Secretary: A. Graham

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

1.0 Additions to Agenda

1.1 Approval of Agenda

(SNAC1112-5.1) It was moved by Angela Berryman that the agenda be accepted as presented, with the postponement of item 3.5 until the arrival of Barbara Schnider. The motion was seconded by Aisha Ghauri and unanimously resolved.

2.0 Corrections to Minutes of April 25th, 2012

2.1 Approval of Minutes of April 25th, 2012

(SNAC1112-5.2) It was moved by Chantal Robichaud that the minutes of April 25th, 2012 be accepted as presented. The motion was seconded by Allison Provost and carried unanimously.

3.0 Business Arising

3.1 LBPSB Council/Executive Consultation: Complete. Final response provided.

A copy of the letter was included in the kit. There were no additional comments for the consultation.

3.2 Partnership with SEAC group: SWLSB Conference; LBPSB Seminar.

A partnership with SEAC is continuing to go well: a SEAC parent member attended our seminar. Sandra Buckingham and Barbara Schnider were invited to attend one of their workshops; however, they were unable to attend.

Jennifer DiMarco arrived at 7:25pm

3.3 SNAC AGM – Confirmed for Sept 19, 2012.

The SNAC AGM is set for September 19th. A draft copy of the flyer was available in the kit. It was noted that in previous years, 700\$ had been spent on posters to advertise; Sandra Buckingham will check with printers to see how much similar posters would cost to print.

3.4 SNAC Constitution: final review and approve.

The SNAC was reviewed at the last meeting and sent out via email several times for revision. The main changes involved increasing the number of alternates from two to four, and a change to the minimum voting criteria. A typo was noted in section 4.1, and it was requested that the footer be changed to reflect the approval date. **(SNAC1112-5.3)** It was moved by Jennifer DiMarco to approve the revised constitution with the mentioned corrections. The motion was seconded by Chantal Robichaud and unanimously resolved.

3.5 SNAC Projects:

3.5.1 Pamphlet: Completed. Printed 5000 copies.

A copy of the pamphlet was brought to the meeting. Five thousand copies of the pamphlet have been printed and received.

3.5.2 Seminar: Summary of event; review of Survey responses.

The seminar was well attended with 61 parents representing 20 schools (excluding SNAC, SEAQ and WIAIH representatives). Twenty-six response surveys were received with 95% saying that the seminar was positive/helpful. Both positive and negative response comments were discussed.

At this point the meeting jumped to 4.1 to allow for Barbara Schnider to arrive.

3.5.3 IEP Documents Subcommittee: view folder sample; discuss inserts, timeline, distribution.

The draft version of the folder was available at the meeting and met with a positive response. The actual cost for 3000 folders will be \$1980 plus taxes. Envelopes will cost an additional \$345, bringing the total cost below budget. Figures for the content were discussed, and range from \$1485 to \$1915 plus taxes. **(SNAC1112-5.4)** It was moved by Jennifer DiMarco to allocate approximately \$2000 to print content for the folder. The motion was seconded by Kiley Philp and unanimously resolved. It was noted that information to be contained within the folder will need to be condensed into six pages, and that a time and place will need to be selected to have the folders prepared for the beginning of the 2012-2013 school year.

3.5.4 Expense Approvals and Annual Financial Report

A copy of the report was included in the kit. The costs allocated and not expected to change include minutes, refreshments and the seminar.

4.0 New Business

4.1 SNAC Annual Report 2011-2012: review and approve.

Sandra Buckingham created an annual report based off a template from Laura Derry. Sandra provided detail about the report which included summaries of the various projects which the 2011-2012 SNAC completed. The objective of the report was to communicate with the Board, with parents of students with Special Needs, and with the 2012-2013 SNAC. Additional information will be included in the report before it is sent out for approval from the committee.

5.0 Reports

5.1 Administration

5.1.1 Report: Workshop for Elementary School Special Needs Committees

The report was included in the kit.

5.1.2 Special Needs Budget 2012-2013 Discussion

Cindy Finn provided a written report in the kit. The staffing process was underway; however there were difficulties as they depend on the budgets which were unavailable from the government. Additional difficulties with the budget were discussed, but will be explored in detail once the official budget is available. It was noted that there will be a budget workshop on June 18th, 2012.

5.2 Council of Commissioners

The results of the administrative staffing were available in the unofficial notes from Council. Other topics of interest in the report included the appointment of David Chisholm as ADHR and the naming of the Alternative School to "Horizons High School". The capital projects and the approval of the linguistic policy were then discussed by the SNAC.

Barbara Schnider arrived at 7:55pm.

5.3 Central Parents' Committee

The CPC report was included in the kit. It was noted that the CPC AGA is tentatively being held October 4th, 2012.

5.4 Education Committee

The Education Committee report was included in the kit.

5.4.1 Ed. Subcommittee: Special Needs Policy Review

Members of the subcommittee were told to review the SNAC recommendations to incorporate as much as possible. A draft version of the policy is expected in October.

5.5 P.T.U.

A verbal report was given to the committee. It was noted that the VP has changed as Renée Laurendeau was voted out and the elementary VP will be retiring. Additionally, the AGM will be held June 6th at 5:30pm.

5.6 P.A.S.A.

5.6.1 “Take a Break to Concentrate” Pilot Program at Lakeside Academy

A report from PASA was not available for the kit, but information about the “Take a Break to Concentrate” program was available. The program received a grant from the Pearson Education Foundation in the amount of \$1500 to enhance one classroom with the goal of reducing negative behavior. It was noted by the teacher and principal involved that the project was extremely successful.

5.7 Professionals

The report was included in the kit. It was noted that they are looking at iPad technologies and reviewing the math provincial exams.

5.8 I.A.S.S.

Allison Provost provided a verbal report to the committee. Results of the integration aid survey are complete and will be presented in September. Currently, they are also awaiting information about the budget.

5.9 Website Administrator’s Report [see new website tabs]

A report was provided at the meeting. Forty emails were received, including twenty-five RSVPs for the seminar. It was noted that there were 831 hits since last reset.

5.10 Workshops attended

No workshops were attended since the last meeting.

At this point the meeting returned to item 3.5.3 of the agenda.

6.0 Correspondence

Nil.

7.0 Varia

7.1 MIRA Guide Dog: Application process and experience

Angela Berryman shared her positive experience with a MIRA guide dog for supporting children on the autism spectrum. It was noted that dogs are also available for those with physical disabilities.

8.0 Questions from the Public

Nil

9.0 PARTY!

(SNAC1112-5.5) Upon a motion by Jennifer DiMarco and seconded by Allison Provost, the meeting was adjourned at 9:31pm.