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

### Minutes of the Virtual Meeting – September 23, 2020

Held at Lester B. Pearson School Board  
1925 Brookdale, Dorval

**In Attendance:** Angela Berryman, Lauren Broad, Alexandra Desbiens-Leighton, Jennifer DiMarco, Dyana Gampel, Christina George, Evelyne Hornblower,, Franca Kesic, Susana Lazaro, Lisa Mancini, Danny Olivenstein, Kiley Philp, Kathy Robinson, Nora Salvaggio, Randi Spanier, Stéphanie Stever, Victoria Stuhec, Monique Thirlwell, Michelle Wilson, Sheila Moody

**Regrets:** Laurence Assouline, Tracy Bieszcz, Robert Gilmartin, Randal Howarth

**No Reply:**

**Recording Secretary:** Evelyne Hornblower

**Observers:** 0 members of the public were in attendance

**Jennifer DiMarco** called the virtual meeting to order at 7:02 pm

#### 1.0 Presentation

SNAC received a special presentation from Lynn Macdonald, Hagop Shahbazian and Margo Edwards about the Light a Dream Walk-a-thon Fundraiser which will be held at John Abbott College on October 18th, 2020 from 10am-noon. This will replace their annual casino night fundraiser this year due to covid restrictions. Please consider registering your own team and donating to this wonderful cause: <https://lightadream-walkathon.raisely.com/>

Anyone can participate. Likely max groups of 25 if restrictions are imposed for the alert at this time. Even if 25 people, they can still move forward.

Light a Dream also has a storefront location in the Valois area at 63B Donegani, workshops will also come up perhaps virtually.

[www.lightadream.com](http://www.lightadream.com)

**2.0 Confirmation of Quorum & Welcome of New Members:** Quorum was reached

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

SNAC Chair welcomed the new members to to committee:

Representing the Pearson Education Professionals we have:

Victoria Stuhec, Monique Thirlwell and Randal Howarth

You may recognize Vicky and Monique's names - they were among the presenters last month for the PPE presentation and now a part of the committee.

**3.0 Approval of Agenda:**

No additions to the agenda

3.1 MOTION to approve agenda by Lisa, seconded by Lauren  
MOTION carried by unanimous vote

**4.0 Minutes Approvals:**

**4.1 Corrections to the Minutes of August 26, 2020**

no corrections

**4.2 Approval of Minutes of August 26, 2020**

MOTION to approve by Angela, seconded by Sheila.  
MOTION carried by unanimous vote.

**5.0 Business Arising**

**5.1 COVID-19 & LBPSB Update (Stephanie)**

Teachers and students are back and schools are alive again. There are strict rules and regulations to abide by, and the spirit is still present considering the uncharted territories. Two classes are closed at this point. PPE is respected at all times as well as social distancing measures. Some items take more time, cafeterias and libraries are closed. There are limits to the possibilities of bubble overlap. Strict guidelines are at the top of the priorities. Everything takes more time and protocols. Agility is required if they need to move around.

Comment: One of the parents has a child in one of the closed classes and shared how well the people came together in order to turn around to online learning. Thanks to all involved for this adaptation.

### **Special Presentation: Re-Confinement Plan**

In the case of another wave, the ministry has mandated to develop an emergency protocol that would permit for the school board to change to a virtual learning environment. Approvals had to show the minimal service teaching time, support for students remotely and plans for the communication considerations. The ministry decided that summer could be used to plan the re-confinement plan. There is a re-confinement team that is to be represented with equipment services and IT. Teams are also asked that each team prepare a plan to flip the teaching services through virtual/remote deliverable model. In order to do this, the boards/centres had to present the plan by September 15th. There are 10 modules that were given to teachers through BOLD training - Blended Online Learning Design Approach. They had to define who needed to have additional devices and what resources are already available. September 10th the staff were also equipped to train staff and teachers in order to understand what could be required. IEP plans also have to be adjusted and adapted to in this mode. Service hubs is something that was thought out as the context of the virtual learning may not be enough, they would need more time. A few sites could be established in order to help families. Communication flow plans were established in order to improve the communication links. Aligning the information in an efficient and streamlined manner was the goal. A twitter account was established in order to communicate information effectively. The website had many hits, and is still active and relevant. Help lines were requested from the ministry for parents to call in to have support.

Questions at this time:

Q1: IEP will be digital?

R1: Yes it will be easily accessible on the mosaik parent portal, COVID will make everything online.

Q2: How will they define the service online and different ways for adapted learning

R2: They are trying to find the right way to deal with this for the future.

Q3: Will they have a zoom IEP meeting? Are there any standards?

R3: Not at the time, some teams will be online and some may be in person, but less likely.

Q4: Virtual school and home school data?

R4: There are around 530 students in the virtual academy. Depending on the grade level, overall there is around 20% of the students that are on IEPs .

## 5.2 SNAC Rules of Internal Management

A maximum of 13 parent reps - we currently have 12 as Marwa had to resign since her daughter changed school boards

On page 2 Vacancy Rules state how you replace a SNAC parent member - you go to the parent members who attended your AGA. Last year, due to the pandemic we asked to have our parent memberships extended one year since we would not be able to hold a proper AGA. Since no AGA could we ask our mailing list and post if they are interested in nominating themselves by email ballot? If we are allowed when would we like to do this?

October/November? It was suggested after the first term IEP to be given to parents

We will discuss again at the October meeting

Note: Parents MUST constitute the majority of the members of the committee and we do, so there is not an urgency in filling this position

## 5.3 VOTE: SNAC executive & reps to external committees

**Chair:** Jennifer DiMarco

**Vice Chair:** Lisa Mancini

**Secretary:** Evelyne Hornblower

**Treasurer:** Lauren Broad

**Communication Liaison/ Emails / Website:** Jen, Nora, Sheila and Kiley

### Reps to external committees:

**Programs & Services Rep and Alternate:** Dyana Gampel and Kathy as alt

**Parents' Committee Rep and Alternate:** Lisa Mancini and Dyana Gampel as alt

**Social Media Subcommittee (Facebook) team:** Jennifer, Lisa, Sheila, Susana, Kiley, Dyana

## 5.4 Bill 40 Update (Danny)

Court decision was given last Thursday, the injunction was held. In the meantime the old system returns, therefore there will still be a school board in the English School boards. Need the whole english committee to come and vote. In order to be on the list the neighbors can sign up to vote for the November 1st election (voter transfer form). You must transfer Sign the paper and send it to Cindy Finn to be on the list to vote. Link will be in the system

[https://boardsite.lbpsb.qc.ca/Modules/FileManagement/files/Root/Elections/2020/Voter\\_Transfer\\_Form\\_Avril\\_2016v2.pdf](https://boardsite.lbpsb.qc.ca/Modules/FileManagement/files/Root/Elections/2020/Voter_Transfer_Form_Avril_2016v2.pdf)

If kids have graduated they can get back on the list.

## **5.5 VOTE: Parent Commissioner - Special Needs**

Angela's term as parent commissioner has come to an end. SNAC Members need to vote in a new parent commissioner - special needs. This is a two year voting position on the council of commissioners. It comprises several meetings per month as well as extra committees. This position does receive a stipend of approximately \$9000 for the year. There are 4 parent commissioners, 3 of whom are voted from the parents committee directly and one of whom is selected from among the special needs advisory committee.

Susana Lazaro has nominated herself for this position and was voted in by acclamation. Congratulations to Susana. Angela will transfer over any necessary information to Susana. Jennifer will forward Susana's name to the Parents Committee for their official approval during their September Meeting.

## **5.6 VOTE: SNAC Annual Report 2019-2020**

Every year there is an annual report that SNAC Chair creates in order to show the excellent work the committee does over the year. It includes our members, meeting dates, presentations received, consultation responses etc. There is also a section with recommendations to the new committee of things we wished to accomplish or continue to provide. Sharing info about SNAC to share information in the fall. SNAC reviewed the list and requested a vote to approve the 2019-2020 SNAC annual report.

Kiley motioned first and Kathy seconded the report.

All in favor, none opposed.

SNAC Annual Report has passed. SNAC Chair will post on the website and asks that it be shared with PC, council, committees and schools.

## **5.7 Meeting Dates for SNAC Meetings 2020-2021**

Is 6:45 OK? 6:30 seems ok for the time if it is a virtual meeting

Wednesday September 23, 2020 online

Wednesday October 21, 2020

Wednesday November **25th**, 2020

Wednesday January 20, 2021

Wednesday February 17, 2021

Wednesday March **24th**, 2021

Wednesday April 21, 2021

Wednesday May **26th**, 2021

Wednesday June 9, 2021 - end of year dinner at PCHS? (To be coordinated)

First by Kiley and seconded by Angela

All in favor, none opposed

## **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>

Posted on the website and sent to SNAC Members when it is ready. Reps on the parents committee also share on basecamp for PC.

### **6.2 Administration (Stéphanie)**

Nothing more to report

### **6.3 Council of Commissioners (Danny)**

No report submitted.

### **6.4 Parent Commissioner - Special Needs (Angela)**

Complaint examination procedure was voted on. The intent will be to have the link directly on the IEP.

### **6.5 Parent's Committee (Lisa / Nora)**

The names need to be fixed to be voted in.

2 agas - sept 24th and october 1st

SNAC Chair to send an email ASAP with the PC reps names as well as the special needs parent commissioner' name for their AGA tomorrow evening.

SNAC was extremely disappointed to see that an ERMS message was sent out from PC without any mention of SNAC, despite having asked multiple times to allow us to be included. The PC will be updating parent rep handbook

### **6.6 Treasurer's report (Lauren)**

Council of commissioners approved our annual operating budget of \$2000. We MUST spend all of our money for a few reasons - it does not roll over, but also because they wanted to REDUCE our funds.

### **6.7 Equity and Inclusion Task Force (Lisa)**

Report can be found in the kit.

It is a very serious task force, the people are very dedicated. PTU has a group that they are also doing themselves. The overall focus is on racism in the school board. Report was done by Lisa. Is this a committee that the new Parent Commissioner should be a part of. This is a very serious taskforce being watched by the government and the school board. The only way the public will be able to contribute will be through anonymous communication.

## **6.8 Programs & Services Committee (Kathy / Michelle)**

Meeting at the beginning of September. Given assurances that teachers were given PD, and they have the go ahead if they need to reconfine.

Gina Clemenza has taken the notes on this committee for years and she summarizes the minutes very well.

We received a presentation by Michael Gabe in case there is a re-confinement plan on the system of training that would be developed over the summer. a system that required tremendous dedication on the part of teachers over the summer

The new system in case of re-confinement is called BOLD  
Blended online learning design

There are ESD videos online on you tube - 10 videos  
<https://www.youtube.com/watch?v=4qZdK6S9IYo>

September 14 - transportation committee meeting

## **6.9 Pearson Teachers Union PTU (Tracey / Christina)**

The teachers are working very hard to keep the schools safe for staff and children (PPE and gowns). Friday is the IEP ped day, for the teachers to be working on. Received the 10 videos for the BOLD virtual learning. Gives tips on how to keep the children active and engaged. For the IEPs this week are asked to give an emergency information file for each students. If ever parents want to meet with teachers and the resource teams not to worry and request it.

## **6.10 Pearson Association of School Administrators PASA (Laurence and Alexandra)**

IEP days and resource teams are prepping for the days. As of now the stages are on but this could change per COVID but right now they are finding the spots.

## **6.11 Professionals PEP (Victoria / Monique / Randal)**

Nothing to report right now. Current working on the emergency measures.

## **6.12 Independent Association of Support Staff (Rob)**

Rob is absent today.

## **6.12 Communication Liaison Report (Jen/Sheila)**

Since the August meeting, there have been 300 hits to the main page and 18 hits to the webcast page. There are however many emails.

Where is the school policy for ADHD - there isn't one specific for this or any diagnosis. The Students with Special Needs Policy was sent to them:

[http://www.lbpsb.qc.ca/content/policies/Special\\_Needs\\_Policy\\_3\\_5\\_sept2013.pdf](http://www.lbpsb.qc.ca/content/policies/Special_Needs_Policy_3_5_sept2013.pdf)

Several requests for students to go be homeschooled.

One family requested in the spring to have their child in a full class with peers (not a split class), was assured in the spring and when school began and they were not, the child took it very hard and the child was disappointed and is still very upset and not settling in. The parents sent emails, phone calls to speak to the principal as the child is still upset with the school's choices. The parent even went to the school begging to speak with the school- but was not allowed the opportunity to have their child's voice heard. The principal was not responding to multiple requests for a phone call / meeting - parent emailed, phoned, went in person begging and literally crying for help - but was refused. These are the types of emails / phone requests we receive. It is very important that parents feel heard and that communication is responded to in a timely fashion. It is terrible that this family - and student - was assured one thing and it provided a different alternative and when they ask for a meeting / phone call etc they are not responded to and ignored.

One adapted washroom in the old Riverdale building for the WOTP program. For students not required the adapted washroom, in order to gain access to the other washrooms they need key card access and an aide to accompany them as it is no longer in the section for WOTP students. According to this parent it leaves the program under supervised for a period of time. Bottom line is that there continues to be a problem with the washrooms in this program.

Special transportation issues have come up.

Questions if there will be IEPs for students who are online learning and what that would look like.

### **6.13 Social Media Subcommittee (Susana)**

Please see the report in the kit.

### **7.0 Correspondence**

Please see the correspondences in the kit.

### **8.0 Varia - none**

### **9.0 Adjournment**

MOTION to adjourn the meeting by Angela, seconded by Christina

MOTION carried by unanimous vote

The meeting was adjourned at 9:54PM

### **Next Meeting:**

**Wednesday October 21st 2020 at 6:30pm on Google Meet.**