

LBPSB Special Needs Advisory Committee**Minutes: October 3, 2012**

Barbara Schnider called the meeting to order at 7:05pm

In attendance: Barbara Schnider, Jennifer DiMarco, Kiley Philp, Laurie Fox, Diana Gerardi, Pamela Rainone, Hirut Eyob, Donnalynn Rainey, Kerry Payette, Cindy Finn, Christopher Fuzessy, Jane Fullerton-Kelly, Daniel Olivenstein, Diana Gerardi, Carmela di Iorio, Shauna Beauchamps

Regrets: Sandra Buckingham, Marie-Eve Claude, Jonathan Zimmerman, Allison Provost, Linton Garner

Observers: Jennifer Ankorn, Maria Colarita, Mary Lavretin

Minutes by Jennifer DiMarco

Additions to the Agenda

Correct the numbers on the agenda starting at 7.0

Varia 9.1 Publication of SNAC members names

Varia 9.2 Presentation by Cindy Finn at the October 24th meeting

Approval of Agenda

Approve by Jennifer DiMarco, seconded by Kiley Philp

Laurie Fox has volunteered to be our secretary on October 24th.

Corrections to Minutes from September 19

None

Approval of Minutes from September 19th

Jennifer DiMarco, seconded by Pamela Rainone all in favour

Business Arising

5.1 Appointment/Approval of Secretary Position

- tabled until next meeting

5.2 SNAC Budget Review 2012-2013

- tabled until next meeting

5.3 IEP Folder Project:

Last year we began this project and received approval from SEAC at the Sir Wilfrid Laurier School Board to use their documents and in turn SNAC gave SEAC approval to use ours.

Included in our folder is the check off list of things to bring to your IEP meetings, How to form a partnership with staff

Barbara : We would like to form a subcommittee this year to complete the IEP Folder Projects. The documents will be sent out via email, we will gather the information that is pertinent to our school board and tweak what we see fits in.

Donnalynn Rainey, Laurie Fox and Pamela Rainone volunteered for the subcommittee.

Jane Fullerton Kelly mentioned how they have used the checklist at their school and found it very useful.

6.0 Reports

6.1 Administration – Cindy Finn

See Report for full details

1. September 28th , 2012 was the attendance day and count for all our students. Student Services is ensuring that all our students with special needs who are eligible for MELS codes are declared to the Ministry.
2. IEPs – schools are preparing the IEPs. Elementary schools wrote them on September 21 and high schools will be writing them on October 5th. MELS gives a bank of release days allowing teachers to meet throughout the school year to plan and run the IEP meetings.
3. Departments and schools are looking into Bill 56, the new legislation to prevent and address school violence and bullying. LBPSB already has the safe and caring school initiative.
4. The new teacher induction program has begun this year. This is a teacher mentoring program in place in all high schools and four elementary schools.

6.2 Council of Commissioners – Danny Olivenstein

See report for full details

A third site was opened for summer school at John Rennie due to the increased needs with the poor provincially results for the sec. 4 math, history and science.

Due to the new bullying legislation in Bill 56, a committee has been formed to review our Safe and Caring Schools Policy.

Special Olympics Quebec has requested to use John Rennie for a week summer 2013.

Lindsay Place was flooded twice in August; all was cleaned up prior to school beginning.

A list of capital project were given in the written report

CPC will have their AGM on October 11 with Governing Board training to follow in the future

The council will be welcoming a senior student to sit on council as a non voting member.

Enrollment Criteria policy will be going out for consultation to Governing Boards, deadline will be November 23rd.

LBPSB has signed an agreement with Première Moisson to train professional bakers in the stages program.

Jennifer spoke of how impressed she was when she watched the interview for the new commissioner position and welcomed Mr. Lalonde. Danny spoke of the process a bit and also welcomed Marc Lalonde as the new Commissioner for Ward 10. Mr. Lalonde certainly has very large shoes to fill replacing Connie.

Barbara asked Danny if the report Danny provided is a report Danny created himself or one that Council has drawn up as it covers many of the same things she has in her Education Committee Report. It is Danny's report.

6.3 Central Parents' Committee

Sandra is away, however there is no report as their first meeting and AGM is coming up on October 11th in the main boardroom.

6.4 Education Committee – Barbara Schnider

Please see written report for all the details

Special needs policy update – it is expected that a draft will be ready to be reviewed at the education committee in December. Once reviewed there, it will go to the Executive and out for consultation in February or March. The Education committee will review it in May and it will go to Council for adoption in June.

An Education subcommittee will be formed to review the policy in Bill 56 – on Anti-Bullying.

The next Education Committee Meeting will be held on November 5th at the Person Electro Technology Centre.

6.4.1 Education Subcommittee: Special Needs Policy Review – Danny Olivenstein

The subcommittee had a presentation from John Donnelly from PTU and Luce Pattison from IASS working with integration aides. They presented their ideas and concerns towards the policy. They completed all the groups now who were presenting to the subcommittee and they are now looking at the actual writing of the document hoping to be completed by the end of November.

Cindy said they were meeting once per month and now are meeting each week over the next three weeks to write and edit the special needs policy.

Barbara asked when the policy may be ready to come to SNAC for review. SNAC will see the draft policy in February or March. It goes through the education committee for draft then it will go out wide for consultations by governing boards etc.

6.5 P.T.U.

Shauna was not present at the time, please refer to her written report.

6.6 P.A.S.A – Jane Fullerton-Kelly

Please see the report for full details

The homework programs, wellness activities and Francisations funding will continue this year.

IEPs are being completed for students with Special needs. Each school has already received an allocation of teacher release time to prepare for meetings, hold meetings as well as meet with professionals and personnel from other sectors and to help transitions from preschool to elementary, elementary to high school etc.

Schools are currently evaluating their success plans with goals aimed at reducing bullying.

Tell them from Me surveys will be used again this year. These surveys are anonymous and from the students covering topics from school safety, to student engagement etc.

Questions

Jennifer asked Jane to talk a bit more on the Tell them from me Surveys. Are they really anonymous? How are they administered?

They are given in grade 4, 5, 6 and children can answer questions such as ...are they feeling safe in the school. Do they feel connected to the school, their health habits. Schools are also able to add 2 questions they create such as: What time do you go to bed? What is your favourite thing about school? They are fully anonymous and often administered in the computer lab during computer class.

Donnalynn asked about the funding for the francization program

- Schools hire someone to deliver that program. It is separate from any other help. Often administered in pairs or small groups.

Kiley asked if it is specific to grade levels? The answer is no. They go over conversational French such as What is your name? How do you ask to go to the bathroom. A census tells us if the student has a QPC "Quebec Provincial Code". If they do not, as they are new to the province, then they are automatically registered in this program.

6.7 Professionals

Dr. Alana Bloom came to explain the purpose of assessments, assessment tools.

What can we do to support our students while they are on waiting lists.

Transition from grade 6 to high school. What is working? What is not? The goal is to ensure a smooth process for all students.

NET – elementary resource network. The role of the resource teachers. How to support them in their role

6.8 IASS –

Report submitted by Allison Provost as she was absent due to an IASS meeting.

Allison will be taking over as the IASS SNAC representative. We thank Margo Edwards for her commitment, dedication and input to SNAC over the last several years.

Jennifer mentioned that Margo has sent an email to SNAC wishing us a wonderful year and to keep up the good work!

6.9 Treasurers Report

The Treasurer is absent – tabled to the next meeting

6.10 Website Administrators Report – Jennifer DiMarco

Since the end of the school year the website has received 2318 hits.

Total emails received 25 1 July, 5 August, 17 September and 2 in October so far.

Donnalynn mentioned that not all of the schools have the SNAC logo along with a hyperlink on the side. We have asked that emails be sent to administration. It is up to them whether or not to add our hyperlink.

6.11 Workshops Attended

None

7.0 New Business

7.1 SNAC Annual Report 2011-2012: Review of Recommendations

We looked at the list that Sandra had compiled for us of the Survey of Priority Projects for last year and spoke of what was completed, what was still in progress (IEP Documents)

7.2 SNAC Priority Projects: Discussion

We brainstormed based on last year what ideas were for this year.

Ideas spoken of were SNAC logo and info in the agenda – on a sticker?

It was mentioned that the agenda is limited to a certain amount of pages and that there would be an additional cost involved if another page were to be added.

A SNAC leaflet with the IEP envelope?

A sticker on the IEP envelope was discussed, but due to confidentiality issues , it is probably not advisable to do so.

Hirut wondered if the logo could be in the agenda in a banner at the bottom

Parent Conference with CPC – partnering with them again this year.

Jennifer requested more parent information nights sponsored by SNAC. Last year we had Maureen Hunt present. What would we like to do this year to educate/help our parents as a whole?

Cindy mentioned that Barbara Coloroso is coming in February to discuss and antibullying and violence prevention.

8.0 Correspondence

Jennifer spoke of an email SNAC received from an Occupational Therapist named Mariella Carroga who works at a private clinic in Pointe Claire called Physio Extra. She wanted to make herself known to SNAC should any parents inquire about OT services in the area.

Jennifer also mentioned the kind email from Margo Edwards wishing us well this year.

9.0 Varia

9.1 Publication of SNAC Members Names

Every year we ask if SNAC members would be alright if their names were published on the website All members agreed this was fine. If any member chooses to remain anonymous on the website, please speak to either Sandra or Barbara.

9.2 Presentation by Cindy Finn on October 24th meeting

Cindy will be doing her fabulous presentation on Educating Students with Special needs in Quebec at the beginning of our next meeting. Her presentation will be approximately 45-50 minutes long.

Jennifer asked if we could have Cindy's presentation as our first parent information night of the year to be held in the main boardroom. The MELS coding , definitions, funding etc. is such important information we should share with all our parents. Cindy kindly agreed. Jennifer agreed to put it up on the website and spread the word. Cindy kindly agreed to send the invitation through the administrators.

The meeting was adjourned at 8:52pm

Next Meeting: Wednesday October 24th, 2012 7pm