



Special Needs Advisory Committee

Lester B. Pearson School Board

MINUTES OF THE MEETING – Wednesday March 13th , 2013

[Replacement to snowed-out February 27th meeting]

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

In Attendance: Shauna Beauchamps, Sandra Buckingham, Marie-Eve Claude (from 7:25), Cindy Finn (from 7:19), Laurie Fox, Jane Fullerton-Kelly, Franca Kesic, Daniel Olivenstein, Donnalynn Rainey, Pamela Rainone

Regrets: Carmela di Iorio, Jennifer DiMarco, Christopher Fuzessy, Kerry-Ann Payette, Kiley Philp, Allison Provost, Barbara Schnider, Linton Garner

Absent: Hirut Eyob, Jonathan Zimmerman

Observers: None

Recording Secretary: Laurie Fox

Sandra Buckingham called the meeting to order at 7:15.

1.0 Confirmation of Quorum; establish voting rights to Alternate members as required.

2.0 Approval of Agenda

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It was suggested by Sandra Buckingham that the discussion regarding the SNAC 2013 AGM date be tabled to the next meeting (i.e., Wednesday March 27th, 2013 at 07:00PM). This motion to approve the agenda was moved by Shauna Beauchamps, seconded by Pamela Rainone, and carried unanimously.

3.0 Corrections to Minutes of January 30th , 2013

3.1 Approval of Minutes of January 30th, 2013

Sandra Buckingham thanked Angela Berryman for the elaborative and thorough January minutes. It was noted that there was a formatting issue (i.e., a difference in the font) that should be modified. It was moved by Laurie Fox that the minutes of January 30th should be accepted with the proposed formatting correction. The motion was seconded by Franca Kesic and carried unanimously.



4.0 Business Arising

4.1 LBPSB “Relatives” Consultation [ratify previous email vote]

Due to the postponement of last month’s meeting, an email vote was established to approve the LBPSB’s “Relatives” Consultation Response. The results were as follows:

Approvals:	9
Opposed:	0
Abstentions:	3
Absent (no reply):	2

It was moved by Pamela Rainone and seconded by Donnalynn Rainey, and carried unanimously that the ratification be adopted.

Cindy Finn arrived at 7:18.

4.2 SNAC Letter of Support for WIAIH: Review and Approval

Franca Kesic thanked the SNAC Committee for their support towards WIAIH via the letter of support. Other than a change in formatting (i.e., font size) brought forward by Cindy Finn, the motion to sustain the SNAC letter in support of WIAIH was moved by Shauna Beauchamps, seconded by Pamela Rainone, and carried unanimously.

4.3 CPC Parent Conference: Update

Once again, it was reminded that the CPC “Parent Conference” has been slated for Saturday April 6th, 2013 at Lindsay Place High School. Almost thirty-two workshops and kiosks, 4 specific to special needs have been confirmed. SNAC will be represented at the conference via a table identified by the SNAC Banner which was printed last year. SNAC Pamphlets will be on hand for distribution to parents, and SNAC parent volunteers will be on hand to respond to questions. A hot meal will be provided by Chartwells. Online registration will be from March 18th through April 3rd. Onsite registration the day of the event will be made via a live database, so that last minute changes may be accommodated, space permitting. Sandra Buckingham suggested that parents sign up early as workshops fill up quickly. Moreover, most workshops have a maximum capacity of 50 people per workshop, or less.

Marie-Eve Claude arrived at 7:25

4.4 I.E.P. Folder Project: Content Review: Finalize/approve at next meeting

Sandra Buckingham emphasized that she received great, positive feedback regarding the latest version of the I.E.P. Folder content. A few minor changes were discussed with the rest of the committee members. Sandra emphasized that the content often repeats the fact that developing the I.E.P. is a collaborative effort – parents are a strong part of the I.E.P, and should make best efforts to work in concert with the other resource team members.



Sandra Buckingham suggested that the final versions of the I.E.P. documents be adopted by the next meeting on March 27. She mentioned that she anticipated that it would take some time to print and assemble the folders. When to distribute the kits began an issue that was discussed at length. Should they be handed out at the end of the year with the final report cards? Should they be given out at the beginning of the school year? This issue will be discussed further. One issue that recurred was the issue of the possibility of parents losing the kit. Inasmuch, the decision to print an extra 500 copies was reiterated. Sandra will examine the SNAC Finances to examine how much it would cost to print a total of 4000 kits. Principal Jane Fullerton-Kelly made the excellent suggestion that SNAC provide all Principals with a single PDF version including all of the files, so that schools can make additional copies locally, as required. Sandra Buckingham will create a new draft of the IEP documents based on the feedback discussed at this meeting, and distribute to all SNAC members for their final feedback before the next meeting.

5.0 Reports

5.1 Administration

The report from Cindy Finn was included in the kit. She responded to questions regarding a call for candidates interested in educational administration positions.

5.2 Council of Commissioners

Two reports (i.e., one from the January 28, 2013 and another on February 25, 2013) from Commissioner Olivenstein were provided in the kit. Three points were emphasized by Commissioner Olivenstein, including:

- The TOPS Show taking Place April 26-27 at Lakeside Academy.
- Safe Caring Schools was slightly altered to reflect the new anti-bullying law.
- Bill 14: Commissioner Olivenstein encouraged everyone to get the word out to sign the Bill 14 petition. At last count over 27000 signatures were generated.

5.3 Central Parents' Committee

The report was provided in the kit. Sandra Buckingham emphasized the success of CPC's Bill 14 petition, and advised SNAC that various groups would be presenting their Briefs at the National Assembly, including CPC, EPCA, LBPSB Council and QFHSA. The EPCA executive members will attend the CPC meeting in March to address questions and concerns surrounding their progress and commitment to the boards they represent. Parent reps from all regions will also be invited to attend.

The CPC voted to support the application from Children's World Academy, to be recertified as an IB charter school.



A social media concern was brought to the attention of the board from Region 1. The concern is parents posting pictures from school events on social media sites. While it was felt by most that this was not something anyone at the board level could control, CPC could be proactive in reminding parents about the danger and implications of posting this way. An info letter will be drafted and when approved by CPC, will be posted on CPC's website. As well, it will be sent out to all school governing boards with the hope that approval will be given for them to post on their individual sites.

5.4 Education Committee

The report from the previous meeting was included in the kit. The main points were brought forth by Sandra Buckingham in the absence of Barbara Schnider. One point that was emphasized was the Special Status of the Children's World Academy (CWA), an elementary school in LaSalle. It is the only fully accredited International Baccalaureate Primary Years Program within the LBPSB. It was mentioned that the CWA must reapply every three years for this status. In order to be re-accredited, MELS has requested additional information about the school's policy for students with Special Needs, so a new Special Needs Policy was developed by the school, in accordance with the current LBPSB policy, and posted on the CWA website.

5.4.1 Education Subcommittee: Special Needs Policy Review

The subcommittee has completed their respective edits. The draft policy entitled "Students with Special Needs: Policy to the Organization of Services" was presented to the Council of Commissioners by resolution at the February 25th council meeting. Moreover, the resolution asked for the approval of the draft policy to be sent out for consultation during the week of February 25th, 2013, with responses to be returned by May 27th, 2013. As per the resolution, the final draft of the policy will be submitted at the September 2013 Council of Commissioners meeting for adoption.

5.5 P.T.U.

A written report was provided in the kit. Shauna Beauchamps mentioned that negotiations continue. A donation was made to the Vaudreuil-Soulanges Palliative Care. PTU President John Donnelly made recommendations to the Special Needs Central Parity Committee that funding and confidential files should follow students in a timely fashion.

5.6 P.A.S.A.

Jane Fullerton-Kelly provided a written report to the committee. Highlights from the report included that schools have now completed their Anti-Bullying/Anti-Violence Plans. These plans are to be communicated to all parents and posted on the schools' website. Staffing processes for the 2013-2014 school years have begun. She also noted verbally that the process of



6.1 New SNAC Project Idea!

Sandra Buckingham suggested a new project idea, with the objective of increasing awareness amongst parents of children with Special Needs about the role of SNAC and the resources that we offer. A new SNAC Advertizing and Awareness campaign was proposed, with more details to follow at our next meeting. One idea that was discussed was the addition of a monthly blurb in the Pearson news, as well as making a request that all Administrators include the same blurb in their monthly newsletters to parents. Sandra suggested that each blurb could start with “SNAC: Did you know.....” The first one should just define what SNAC is, and the second one should announce our AGM (date TBC).

The third one, since it will be at the beginning of next year, should probably review the definition of what SNAC is, and also mention that parents should have received their I.E.P. Resource Kits from their schools, to help them prepare for their upcoming I.E.P. meetings.

Our objective would be to have two blurbs published at the end of this school year, and three ready for the beginning of next year, until the new SNAC group is established and can take over the project. The main goal is to increase awareness!

6.2 LBPSB “School Name Policy Consultation” [due May3].

Sandra Buckingham suggested that this Policy is more appropriate for Governing Boards, and suggested that SNAC not provide a formal response. All were in agreement.

6.3 LBPSB “3 Year Plan of Allocation...Immovable’s” Consultation [due April 19]

Sandra Buckingham suggested that this Policy is more appropriate for Governing Boards, and suggested that SNAC not provide a formal response. All were in agreement.

6.4 LBPSB Budget Consultation [due March 29; discuss; finalize at next meeting]

Some changes to the LBPSB Budget Consultation letter to Mr. Claude Lallemand were discussed, and will be modified. It was discussed that SNAC should request additional funds so that this team can continue to work on new activities and projects to support our parent population, as well as to fund the hiring of a Recording Secretary. Sandra Buckingham specified that SNAC will spend all of it’s \$1000 annual budget as well as the carry-over amount from previous years. Moreover, it was emphasized that SNAC has a strong reputation of not spending its



budget frivolously, and that parent volunteers have donated a coffee machine, coffee pods and snacks for every meeting, in order to reduce operational costs. Several committee members suggested that SNAC ask for more money upfront.

As the letter is due on March 29th, 2013, Sandra Buckingham noted that the letter be finalized during our next meeting on Wednesday March 27, 2013.

In addition, SNAC members agreed that it would be beneficial for SNAC to work with school board administration to prepare a letter to lobby the government and raise awareness regarding specific problems within the current budgeting process, and suggest solutions. The work on the content for this letter will resume during the committee's April meeting.

7 Correspondence

Nil

8 Varia

Nil.

9 Questions from the Public

Nil.

10 Adjournment

Upon a motion by Sandra Buckingham, the meeting was adjourned at 8:42pm.

Next Meeting: Wednesday March 27th, 2013 (7pm)

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