



**MINUTES OF THE
Special Education Advisory Committee Meeting
Thursday, January 30th, 2014.
Directorate Room - 235, montée Lesage, Rosemère, QC**

Present: Pamala Cripton, Lisa Loveland-Fennessey, Jennifer Maccarone, Janet Sallie, Parents; Audrey Kannon, Pasquale Machado, Elaine Sassen, LTU; Ghyslaine Massé, SEP577, Deb Kellman, Non-Teaching Professionals; Fred Greschner, Director Complementary Services, Eileen Kelly, Assistant Director General, Elio Lattanzio, Commissioner, Natalina Pace, Guest

Absent with regrets: Bessie Athanasopoulos, Sylvie Battisti, Kimberly Leclerc, Adèle Leeming, Melanie Parkinson, Marie-Helen Goyetche, Carolyn Roberts, Peter MacLaurin, Naz Facchino,

AGENDA TOPIC	DISCUSSION	Remarks and Actions To be Taken
1.0 Welcoming remarks	<i>Due to lack of quorum, this will be an information session only. Resolutions made tonight will be sent to members to be voted by e-vote.</i>	
2.0 Additions and approval of the Agenda	<i>Add: 4.5 PC Website, 4.6 IEP's, 4.7 Attendants</i>	Moved by: Seconded by:
3.0 Approval of minutes of meeting held April 29 th , 2013	<i>Tabled to next meeting. Jennifer Maccarone recommended that the internal rules be amended to reduce quorum to 4 parents. Mr. Greschner will take a vote by e-mail.</i>	Moved by: Seconded by:
4.0 New Business		
4.1 New committee structure	<i>Mr. Greschner explained the change in structure of the standing committees at the Board Office level. The structure of SEAC will change and will now meet on the same night as the Parents Committee. SEAC members are concerned that this change will make it difficult to attain quorum if the meetings are held at 6:00 p.m. instead of 7:00 p.m. Mr. Greschner went on to say that they would like to try this new format as previous SEAC members have expressed that they are not interested in coming back because the meetings are too long. Elio Lattanzio suggested that the members of SEAC send in their questions or concerns prior to the meeting in order to have them answered at the meeting and not have to wait. This makes the meetings more efficient.</i>	
4.2 Nominations and elections	<i>Nominations for executive positions will be held tonight and Mr. Greschner will send it out via e-mail for an e-vote.</i>	

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	<p><i>Pascale Machado nominated Jennifer Maccarone for Chair. Seconded by Lisa Loveland.</i></p> <p><i>Deb Kellman nominated Lisa Loveland for Vice-Chair. Seconded by Jennifer Maccarone.</i></p> <p><i>Janet Sallie nominated Pamela Crompton as Vice-Chair. Seconded by Ghislaine Masse.</i></p> <p><i>Jennifer Maccarone nominated Pamela Crompton as the Parent Committee Representative.</i></p> <p><i>Janet Sallie moved that Susan O'Keefe is engaged as the SEAC Recording Secretary, seconded by Jennifer Maccarone.</i></p> <p><i>The PC rep has offered to take on the role of Treasurer should there not be a parent voted from SEAC. He would come to the meetings as a guest. Mr. Greschner will ask the parents who were not present tonight first if any of them would be interested in taking on that role.</i></p>	
<p>4.3 Dates & time of meetings</p>	<p><i>March 13th, May 1st, 2014 from 6:00-7:00. If there is a need, there could be other meetings scheduled.</i></p> <p><i>SEAC members are encourage to attend the April 3rd, PC meeting at 7:15 as there will be a presentation on the use of the Laval schools.</i></p>	
<p>4.4 Ad Hoc Working Committee</p> <p>a) Parent Workshop and Conference</p>	<p><i>Some of the initiatives developed for parents for help are the quick tip guide of IEP's, resources for parents on the SEAC website and a handbook developed by the FCPQ for parents.</i></p> <p><i>Mr. Greschner would like to strike a subcommittee to organize a workshop for parents. Perhaps the Parents committee could join forces with SEAC and come back in March with recommendations. At this conference, each person who attends can choose 2 workshops from approximately 10 that would be offered.</i></p> <p><i>Pamela Crompton feels the conference takes up a lot of the time and gives less time for this committee to look at their mandated role as SEAC members. She feels that any committees set up should be looking at the SEAC policy document and the handbook to revise it.</i></p> <p><i>Pascal Machado went on to say that there are already workshops and conferences in the community available to parents. Deb Kellman responded</i></p>	

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	<p><i>that parents from our area find it difficult to go into Montreal and feels it is important to have this conference in an area available to all of the parents.</i></p> <p><i>Jennifer Maccarone thinks that the conference is a great idea as it gives publicity to the SEAC but also agrees that reviewing policies are important. Perhaps parents can bring the policy documents home and review them and come back to the meetings prepared with questions and suggestions. Parents Committee will get involved and has the support of the commissioners.</i></p> <p><i>These workshops allow for SWLSB and SEAC to work together as a partnership and to go internally to get resources and let parents know that we do have these resources.</i></p> <p><i>The parents went onto to say that they got involved in SEAC in the hopes of making positive changes in the policies.</i></p> <p><i>Anything of concern or any suggestions or revisions that this committee would like to see will get to the Commissioners through Elio Lattanzio's Pedagogical Committee.</i></p> <p><i>Jennifer Maccarone, Lisa Loveland and Ghislaine Masse are interested in participating in the subcommittee for the Spring workshop. Mr. Greschner will ask the members that are not present tonight. A tentative date is set for April 24th.</i></p>	
<p>4.5 PC Website</p>	<p><i>Jennifer Maccarone has developed a website for Parents Committee and would like SEAC to be part of it. This will be a resource that parents use and will have a forum where parents can talk to each other. If you have anything that you would like to see on the website please send it to Jennifer.</i></p> <p><i>Mr. Greschner showed the parents where there is an existing SEAC link on the SWLSB website and the resource links available. Members would like to see the SEAC minutes up to date as they are two years behind.</i></p>	
<p>4.6 IEP's</p>	<p><i>Jennifer Maccarone enquired about the IEP's. There are a lot of IEP's but not as many coded students. How are the IEP's done at the school system? Are there students with IEP's that really don't need them? Are they taxing the system and taking away from those who do need them?</i></p> <p><i>Audrey Kannon responded that IEP's are necessary to those who have them and they do need regular reviewing. These are a protection measure for kids</i></p>	

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	<p><i>who are not coded and it can make a difference for students and their parents. Any students that don't need IEP's are phased out. Some kids in our system are just below code level but they need just as much support. This helps the school board get some financial support. Teachers and parents would like them uniformed from school to school. Teachers should be involved in the IEP, however the Principal of the school is responsible and must review them periodically. CSD gives guidelines on what is expected in an IEP. Mr. Greschner will prepare a detailed visual for parents if they wish.</i></p>	
<p>4.7 Attendants</p>	<p><i>There is a concern among parents that there are not a lot of trained attendants in schools and they would like to know if the SEAC can make a recommendation to have some trained ones hired in the schools. The committee entered into discussion on the attendant qualifications. Other than high school there is no requirement to be hired as an attendant. There is ongoing PD for attendants should they wish to attend. Some of these attendants come to these workshops on their own time. In some schools Attendants work with the teachers for the IEP.</i></p>	
<p>5.0 Complementary Services Report</p>		
<p>5.1 Organization of Educational Services to Handicapped Students and Students with Maladjustments or Learning Disabilities</p>	<p><i>A document was provided in members packages and was explained by Mr. Greschner.</i></p> <p><i>Members feel that Special Ed Technicians would be better served starting in Elementary school and perhaps fewer hours would be needed when they got to high school. Pascale Machado went on to say that the Parity Committee is looking into giving the schools more flexibility on how they use their special needs money.</i></p> <p><i>Deb Kellman explained that the needs of students in high school are very different than elementary. High School students do not want to have someone shadowing them one on one, it sometimes leads to embarrassment for the student.</i></p>	
<p>5.2 Financial Reports 2012-13 & 2013-14</p>	<p><i>Tabled to next meeting.</i></p>	
<p>6.0 Chairperson's & Parent's Committee Reports</p>	<p><i>Phase I is a big topic at PC. The PC voted to reject the enrolment criteria as it was presented.</i></p> <p><i>Mr. Greschner explained that there will be no impact on special needs for next year.</i></p>	

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7.0 Question Period for the Public	<p><i>In response to a question from Natalina Pace about something being put on the table where the SEAC will be involved in the steps of Phase 1, Elio responded that the process for Phase 1 is starting and as soon as there is something to present it will be presented to everyone.</i></p> <p><i>Mr. Greschner suggested that any questions on Phase 1 be directed to him and he will be sure that he gets the proper answer as SEAC is not the forum for this.</i></p>	
8.0 Next meeting	March 13 th , 2014 at 6:00 p.m.	
9.0 Adjournment	8:36 p.m.	

Respectfully submitted by: Susan O'Keefe