

Minutes of the **SECOND (2<sup>nd</sup>)** meeting of the 2018-2019 Sir Wilfrid Laurier Parents Committee held on Thursday November 1<sup>st</sup>, 2018 at 7:15 p.m. in the Boardroom of the Sir Wilfrid Laurier School Board, 235 Montée Lesage, Rosemère, Québec.

**MEMBERS PRESENT:**

Dalia Cenon Gonzalez	Franklin Hill Elementary	Lannie Richard	Mountainview Elementary
Charbel Mourad	Hillcrest Academy	Andrew Vieira	Our Lady of Peace Elementary
Damiano Ferraro	John F Kennedy Elementary	Frank D'Onofrio	Pinewood Elementary
Lisa A. Lepore	Joliette Elementary	Amber Lawrence	Rawdon Elementary
Bob Pellerin	Joliette High	Carla Tosti	Rosemere High
Adam Garonce	Jules Verne Elementary	Effie Kontakos	Souvenir Elementary
Adam Gordon	Lake of Two Mountains High	Christine Flynn	St. Jude Elementary
Tara Anderson	Laurentia Elementary	Mike Panichella	St. Paul Elementary
Karrine Morrison	Laurentian Elementary	Mary Ann Barillaro	St. Vincent Elementary
Don Beverly	Laurentian Regional High	Billie Chasiotis	Terry Fox Elementary
Laura Wittebol	Laval Junior Academy	Nathalie Codner	Twin Oaks Elementary
Douglas Howarth	Laval Senior Academy	Laura Orzea	SEAC Representative
Lisa Cipriani	McCaig Elementary		

**ALSO PRESENT:** Gaëlle Absolonne Director General; Richard Greschner, Director of Human Resources; Anne McMullon, Vicky Kaliozakis, Melissa Wall, Commissioners; Paolo Galati, Chairperson

**ABSENT:** Arundel Elementary, Crestview Elementary, Genesis Elementary, Grenville Elementary, Morin Heights Elementary, Pierre E. Trudeau Elementary, Ste-Adele Elementary, Ste-Agathe Academy

The Chairperson called the meeting to order at 7:16 pm

**1. APPROVAL OF AGENDA**

Add:

- 8.1 Religious accommodation for teachers
- 8.2 Taxpayer marketing brochure
- 8.3 Future of school boards
- 8.4 Allocation of homework grant
- 8.5 Correspondence

**PC20181101-01** Joliette High MOVED THAT the agenda is accepted with additions. Seconded by Souvenir Elementary.

Carried **UNANIMOUSLY**

**2. APPROVAL OF MINUTES of October 4, 2018**

Typo in Tara Anderson's name

**PC20181101-02** Lake of Two Mountains High MOVED THAT the minutes of October 4, 2018 are accepted with correction. Seconded by Laval Senior Academy.

**This motion was CARRIED on the following division:**

**For:** Hillcrest Acad, John F. Kennedy Elem, Joliette High, Jules Verne Elem, Lake of Two Mountains High, Laurentia Elem, Laurentian Regional High, Laval Junior Acad, Laval Senior Acad, McCaig Elem, Mountainview Elem, Pinewood Elem, Rawdon Elem, Rosemere High, Souvenir Elem, St Jude Elem, St Paul Elem, Terry Fox Elem, Twin Oaks Elem

**Abstain:** Franklin Hill Elem, Joliette Elem, Laurentian Elem, Our Lady of Peace Elem, St. Vincent Elem, SEAC

**3. APPROVAL OF MINUTES of October 17, 2018**

**PC20181101-03** Joliette High MOVED THAT the minutes of October 17, 2018 are accepted as presented. Seconded by Lake of Two Mountains High School

**This motion was CARRIED on the following division:**

**For:** Hillcrest Acad, Joliette High, Lake of Two Mountains High, Laurentia Elem, Laurentian Regional High, McCaig Elem, Pinewood Elem, Rawdon Elem, Rosemere High, Souvenir Elem, St Paul Elem, St. Vincent Elem, Terry Fox Elem

**Abstain:** Franklin Hill Elem, John F. Kennedy Elem, Joliette Elem, Jules Verne Elem, Laurentian Elem, Laval Junior Acad, Laval Senior Acad, Mountainview Elem, Our Lady of Peace Elem, St. Jude Elem, Twin Oaks Elem, SEAC

#### 4. QUESTION PERIOD

The committee welcomes Sylvain Chartrand, a Laurentia Elementary and Laurentian Regional High School parent who was present to ask questions.

Why was the ABAV plan not communicated and followed at Laurentia Elementary between the years 2012-2017. Ms. Absolonne responded that although she cannot answer for the years in question, the ABAV plan is on the schools website presently. These plans are presented yearly and approved by the governing boards. The schools are obligated to put these plans onto their websites and have at the minimum a summary of them translated to French.

Why was he never made aware of the SEAC toolkit and why was it not given out. The chairperson responded that the SEAC did this toolkit on its own initiative. When the toolkit was initiated, hard copies were printed because they had extra money in their budget, however at the time it was stated that in future years they would not print them and that this kit would be made available on the SWLSB website to parents who want it. Mr. Chartrand went on to say that this information should be communicated to parents so that they know it exists.

Why aren't all documents that concern the students and parents translated into French. Ms. Absolonne responded that this is a challenge for all English school boards and they all struggle with this. At SWLSB there are approximately 45 schools and centres needing documents translated and with only one translator it makes this process difficult and time consuming.

Why is the IEP not followed by the school? Mr. Chartrand explained his personal situation at his school. The Chairperson responded that the parent is the best advocate for their child.

#### 5. BUSINESS ARISING

##### 5.1 Internal Rules and Procedures

- 2.0 Election process – Should the hiring of a recording secretary be in internal rules?
- 4.0 Notice of meeting – it states that documents should be sent out 5 days prior to meeting – should this time be amended, as it is not the practice. Ms. Absolonne verified with Mrs. Krenn the Secretary General, this time period is a PC decision in the internal rules and can be modified should they choose.
- 4.4 Member absent should advise chairperson as soon as possible – it should be added that if a member is not available for a meeting that the member is responsible to ask the alternate from their school to attend.
- 7.1 – the secretary prepares and distributes minutes – this should be made clear as to whose responsibility this is.
- 7.2.1 -Typos shall be called in by members prior to the meeting – perhaps remove this step.
- 7.6 secretary forwards minutes to the school board – this should be made clear as to whose responsibility this is.
- 9.6 some grammatical errors in sentence
- 9.6.2 – comma after agenda
- EPCA is not defined; RCP-3L not defined – all acronyms should be defined

The resolution will be tabled to the next meeting.

##### 5.1.1 Internal Rules of Procedure Governing the Use of the SWLSB Parents Committee Facebook Page

- 4.0 – thereby restricting – Use the word “prevents” rather than “restricting”.
- 4.4 – profanity filter set to strong means that every potential derogatory word would not post on the page.
- All definitions should be defined.
- In response to a question from LJA, there will be a way for parents to be able to communicate with PC if needed.
- These FB internal rules can be amended at any time.
- Committee entered into a long discussion about the page.
- Add a clear mission statement on what the parents committee is onto the page.
- add the word “centre” in the definitions

**PC20181101-04** Souvenir Elementary MOVED THAT the internal rules and procedures governing the use of the SWLSB Parents Committee Facebook Page are approved with the changes. Seconded by Pinewood Elementary.

Carried **UNANIMOUSLY**

A suggested list of topics and their source was sent to members. These are the types of things that could be posted on the page and, as discussed, these articles should be linked to the mission of the Parents Commission. Two to four posts per week will be posted on the FB page. Members would prefer not having to spend 20 minutes a meeting approving what kinds of subjects that should be posted on the page. It was decided that there will be a trial period of subjects posted to the page and it can be revisited at a later date.

## 6. NEW BUSINESS

### 6.1 Nomination/Election of RCP-3L Representative

- The Chairperson explained the role of the members on this committee. These meetings are in French only, once a month, on Friday nights in Saint Eustache at 7 p.m.
- Saint Jude asked that if there is no one available what is stopping us from not renewing our membership.
- Hillcrest suggested approaching this committee and proposing meetings other than Friday nights. In addition, are they open to a rotational attendance from our members? The Chairperson will propose this option to the committee to see if they are open to this.
- The general assembly is Saturday, November 24. The chairperson will send an e-mail to members asking if anyone is available to attend the general assembly.

### 6.2 Policy Concerning Tobacco, Alcohol and Drugs

Mr. Richard Greschner, the Director of Human Resources presented the policy on this.

In 6.2 alcohol is removed because the employee may not have alcohol in their system at the time of testing.

In response to a question from Pinewood, vaping is covered under the tobacco policy.

In response to a question from LSA there is no smoking cannabis on school grounds but there are no guidelines that state how long employees must refrain from smoking cannabis before going to work. Should they go out at lunch and smoke, this would be a problem.

In 5.4 who will remove the person from the building who is under the influence – it is not limited to just one person, but the administration will be responsible and should they not leave, a phone call can be made to have that person removed.

Behaviour, attitude, change in demeanor are ways the board can monitor an employee's behaviour. The goal is to be sure that employees are not abusing just because it has been made legal.

The following recommendations were made:

In article 7.2., it should read: "Despite the foregoing, employees who must drive a vehicle with students on board **are prohibited** from drinking alcohol. (Take out must refrain)

The policy should have a guiding principle in all its policy, maybe at the beginning, for a **zero tolerance limit**. Therefore, it should be stated and, in article 6.2, when they pass the drug test, any level found would be cause for consequences.

Everywhere in the policy where it says "misused medication", add "**intentional misuse of medication**" as the consequences can lead to disciplinary action.

**PC20181101-05** Laval Senior Academy MOVED THAT the Policy Concerning Tobacco, Alcohol and Drugs is approved with the Parents Committee recommendations. Seconded by Mountainview Elementary.

**This motion was CARRIED on the following division:**

**For:** Franklin Hill Elem, Hillcrest Acad, Joliette High, Lake of Two Mountains High, Laurentia Elem, Laurentian Regional High, McCaig Elem, Pinewood Elem, Rawdon Elem, Rosemere High, Souvenir Elem, St Paul Elem, St. Vincent Elem, Terry Fox Elem, John F. Kennedy Elem, Joliette Elem, Jules Verne Elem, Laurentian Elem, Laval Junior Acad, Laval Senior Acad, Mountainview Elem, Our Lady of Peace Elem, St. Jude Elem, Twin Oaks Elem, SEAC  
**Against:** Lake of Two Mountains High

### 6.3 SEAC membership

**PC20181101-06** Rawdon Elementary MOVED THAT Jane Hillenbrand, Rosemere High School is nominated to the Special Education Advisory Committee as a delegate for the 2018-2019 and 2019-2020 school years. Seconded by Pinewood Elementary

Carried **UNANIMOUSLY**

### 6.4 Best Practices

If anyone has any best practices from their schools that they would like to share, please bring them to meetings.

## 7. REPORTS

### 7.1 School Board's Report

- Ms. Absolonne presented her PowerPoint report. She will send a copy to the chairperson to send to members.
- In response to a question from Rawdon Elementary concerning approval or policies, parents will be given plenty of time to be able to look over anything that is sent for consultation. They will not all be sent out at once.
- A link to a tagline for the commitment to success plan will be sent to the chair to send to members should anyone like to suggest one.
- Literature from the last GB workshop will be sent to all governing boards to be distributed to their members.
- The next GB workshop will be on the role of the Governing Board Chairperson. The Vice-Chairperson is also invited and if there is extra space it will be open to all to attend.
- Upcoming event – On November 19 there will be an information session on all Laval elementary schools held at Laval Junior Academy. In response to a question from LJA, parents are allowed to choose the school they want their child to attend, however if it is not their zoned school they can fill out an out of zone request. This request must be done on a yearly basis as out of zone students are only accepted if there is room in the school. In addition, transportation to out of zone schools must be provided by the parents.
- On December 12 the Commitment to Success Plan will be launched at the council of commissioners meeting.
- Mr. Galati thanked PC for the recommendation. He spoke about the RCP-3L and the importance of all boards coming together in light of the CAQ election win. At QESBA they are starting to put a strategy in place for when the CAQ comes out with their position on abolishing school boards. He went on to say that he has already spoken to Christopher Skeete, the CAQ MNA for Sainte-Rose, about this issue.

### 7.2 Chair's Report

In members package.

### 7.3 Treasurer's Report

In members package.

For the December meeting, members agree that coffee and sweets will be served before the meeting.

#### **7.4 Parent Commissioner's Report**

In members package.

Bob Pellerin thanks members for the last two years of trust and is happy to stay on the Parents committee as a parent member.

The committee thanks Bob.

#### **7.5 RCP-3L Report**

Will get feedback for the next meeting.

#### **7.6 SEAC Report**

There is a push to get SEACs name out there.

There is a SEAC workshop on November 20 on IEPs. It will be held at the head office and is also available to watch online.

#### **7.7 EPCA (English Parents Committee Association)**

In members packages

### **8. VARIA**

#### **8.1 Religious accommodation for teachers**

There is no law that has been passed yet. The board has received zero requests.

#### **8.2 Taxpayers marketing brochure**

Is there a brochure that was sent out to get taxpayers back.

Ms. Absolonne will verify if we got back any taxpayers back that we lost.

Mr. Galati responded that the council of commissioners will put together a strategy to get the taxpayers back that were lost and new ones.

Letters were sent out to all taxpayers who signed forms to switch to the French board asking them to remain with us, once the law was passed that the rates would be the same as their French counterpart in their regions.

#### **8.3 Future of School Boards**

In response to a question from Laval Senior Academy, the federal charter prevents the CAQ from using the notwithstanding clause.

#### **8.4 Allocation of Homework grant**

The homework grant was reduced in half at Our Lady of Peace elementary and they are questioning if all schools are in this situation. Ms. Absolonne confirmed that all schools were affected by it. In the past, the homework allocation was divided by elementary schools only and it was a recommendation by the Resource Allocation Committee that this amount be divided to include the high schools. She went on to say that the government increased the dedicated mesures to schools and that with some of these, the money can be moved from one mesure to another. The administrators are being guided as to how they can move it. At every management meeting, they will be discussing budget and there has already been a networking session so schools can share their best practices on spending their mesures.

In response to a question from Laurentian Elementary, schools are guided all through the year on their budget but because some schools are in a more underprivileged area, they sometimes end up in deficit.

Members are interested in workshops to know where mesures could be spent.

#### **8.5 Correspondence**

Foundation gala is January 24, 2019

**9. QUESTION PERIOD**

**10. ADJOURNMENT**

Next meeting – December 6, 2018

**PC20181101-07** Souvenir Elementary MOVED THAT the meeting is closed at 9:50 p.m. Seconded by Our Lady of Peace Elementary

**Carried UNANIMOUSLY**

Minutes approved \_\_\_\_\_, 2018

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Chairperson

Secretary

Respectfully submitted by:  
Susan O'Keeffe, Recording Secretary