

Minutes of the **SECOND (2nd)** meeting of the 2020-2021 Sir Wilfrid Laurier Parents Committee held on Thursday November 5th, 2020 at 7:15 p.m. via ZOOM videoconferencing.

MEMBERS PRESENT:

Laura Orzea	Crestview Elementary	Lannie Richard	Mountainview Elementary
Dana de Pierre	Franklin Hill Elementary	Emma Haralambous	Our Lady of Peace Elementary
Jenny Georgiopoulos	Hillcrest Academy	Tania Mitchell	Pierre E. Trudeau Elementary
Jennifer Subaihi	John F Kennedy Elementary	Jennifer St-Roch	Pinewood Elementary
Vanessa Pietraroia	Joliette Elementary	Stephannie Hamel	Rawdon Elementary
Richard Alary	Joliette High	Jossie Tortorici	Rosemere High
Sheila Lindsay	Jules Verne Elementary	Christos Strifas	Souvenir Elementary
Adam Gordon	Lake of Two Mountains High (in person)	John Critchley	St. Jude Elementary
Tara Anderson	Laurentia Elementary	Mike Panichella	St. Paul Elementary
Karrine Morrison	Laurentian Elementary	Marcelo laconvella	St. Vincent Elementary
Donald Beverly	Laurentian Regional High	Chloée Alary	Ste-Adele Elementary
Evan Goudis	Laval Junior Academy	Barbara Barrasso	Terry Fox Elementary (in person)
Ailsa Pehi	Laval Senior Academy	Nathalie Codner	Twin Oaks Elementary
Lisa Cipriani	McCaig Elementary	Tony Beliotis	SEAC Representative
Tanya Khan	Morin Heights Elementary		

ALSO PRESENT: Gaëlle Absolonne Director General; Fred Greschner, Assistant Director General; Paolo Galati, Chairperson, Rosemere High Alternate, John F. Kennedy Elementary Alternate, Terry Fox Elementary Alternate, SEAC Alternate

ABSENT: Arundel Elementary, Genesis Elementary, Grenville Elementary, Ste-Agathe Academy

The chairperson called the meeting to order at 7:17 pm

1. WELCOME, INTRODUCTION OF GUESTS, AND OPENING OF MEETING

The chairperson welcomed everyone.

2. ROLL CALL

3. ACKNOWLEDGEMENT OF THE LAND

McCaig Elementary read the acknowledgement of the land.

4. APPROVAL OF AGENDA

Add: 10.1 Distribution of tablets for Souvenir Elementary

Add: 10.2 Revisit the resolution from June giving the PC executive power

PC20201105-01 Pinewood Elementary MOVED THAT the agenda be accepted with additions. Seconded by Joliette Elementary.

Carried **UNANIMOUSLY**

5. APPROVAL OF MINUTES of October 1 and October 22, 2020

PC20201105-02 Hillcrest Academy MOVED THAT the minutes of October 1, 2020 be accepted. Seconded by Mountainview Elementary.

This motion was CARRIED on the following division:

For: Crestview Elem, Franklin Hill Elem, Hillcrest Acad, John F. Kennedy Elem, Joliette Elem, Joliette High, Jules Verne Elem, Lake of Two Mountains High, Laurentia Elementary, Laurentian Elem, Laurentian Regional High, Laval Junior High, Laval Senior Academy, McCaig Elem, Mountainview Elem, Our Lady of Peace Elem, Pierre E. Trudeau Elem, Pinewood Elem, Rawdon Elem, Rosemere High, St. Jude Elem, St. Vincent Elem, Ste-Adele Elem, Souvenir Elem, Terry Fox Elem, Twin Oaks Elem, SEAC

Abstain: Morin Heights Elem, St. Paul Elem
(27-0-2)

PC20201105-03 Ste-Adele Elementary MOVED THAT the minutes of the special meeting of October 22, 2020 be accepted. Seconded by Rawdon Elementary.

This motion was CARRIED on the following division:

For: Crestview Elem, Hillcrest Acad, John F. Kennedy Elem, Joliette Elem, Jules Verne Elem, Lake of Two Mountains High, Laurentia Elementary, Laurentian Elem, Laurentian Regional High, McCaig Elem, Morin Heights Elem, Our Lady of Peace Elem, Pierre E. Trudeau Elem, Pinewood Elem, Rawdon Elem, St. Jude Elem, St. Vincent Elem, Ste-Adele Elem, Terry Fox Elem, SEAC

Abstain: Franklin Hill Elem, Joliette High, Laval Junior Academy, Laval Senior Academy, Mountainview Elem, Rosemere High, St. Paul Elem, Souvenir Elementary, Twin Oaks Elementary
(19-0-10)

6. QUESTION PERIOD

There were no questions.

7. NEW BUSINESS

7.1 Consultation Deeds of Establishment

PC20201105-04 Joliette High MOVED THAT the Deeds of Establishment be accepted. Seconded by Hillcrest Academy.

Carried UNANIMOUSLY

7.2 Consultation 3-Year Plan

- Lake of Two Mountains High - use of facilities, the daycare contract has been extended.
- Lake of Two Mountains High now has a homeschooling office.
- McCaig Elementary – does not have a rental agreement with Rosemere pre-school this year.

PC20201105-05 Jules Verne Elementary MOVED THAT the 3-Year Plan be accepted with the changes listed above. Seconded by Laurentia Elementary.

Carried UNANIMOUSLY

7.3 Consultation Enrolment Criteria

PC20201105-06 Laurentia Elementary MOVED THAT consultation on Enrolment Criteria be accepted. Seconded by Pierre E. Trudeau Elementary.

Carried UNANIMOUSLY

7.4 Internal Rules of Procedure

7.4.1 SEAC Delegate on the Executive

Whereas the Parents' Committee (PC) is the official representative body of all school board parents;
Whereas the Special Education Advisory Committee (SEAC) annually elects 1 delegate to serve on PC;
Whereas in the past the SEAC delegate to PC was a member of the PC Executive;
Whereas special needs students should be represented whenever possible;

PC20201105-07 Morin Heights Elementary MOVED THAT that the Sir Wilfrid Laurier Parents' Committee:

1. Include the SEAC PC delegate on the PC Executive
2. update the PC "Internal Rules of Procedure" to reflect the following:
 - a) edit section 1 to state "Executive Committee - includes the Chair, Vice-Chair, Treasurer, Secretary, both Parent Commissioners, and SEAC PC delegate. Seconded by Joliette High.

Carried UNANIMOUSLY

7.5 Internal Financial Policy

7.5.1 Update Allocations

Whereas the Parents' Committee (PC) maintains its own financial policy;
Whereas allocation amounts must be in line with amounts approved by Council;
Whereas it has been determined that three dollar amounts of the internal financial policy are outdated and require updating.

PC20201105-08 Laurentia Elementary MOVED THAT the Sir Wilfrid Laurier Parents' Committee update the following sections:

1. Section 6.1.2 must be updated from \$0.57 to \$0.53 (carpooling mileage rate)
2. Section 7.1 Dinner must be updated from \$35 to \$30
3. Section 8.2 must be updated from \$20 to \$25 (lodging with friends/family). Seconded by McCaig Elementary.

Carried UNANIMOUSLY

In response to a question from Twin Oaks Elementary, these changes are to keep the amounts in line with those voted by the council of commissioners and not because the PC budget has decreased.

7.6 Internal Rules of Procedure PC Facebook Page

7.6.1 SEAC joining FB page

Whereas the Parents' Committee (PC) and Special Education Advisory Committee (SEAC) are the only two committees that are mainly populated by parents, and lead by parents;
Whereas PC has built a Facebook page to support and engage the community;
Whereas PC has 30+ members, even more with support of alternate members;
Whereas SEAC does not have the same capacity to build and support such initiatives.

PC20201105-09 SEAC MOVED THAT that the Sir Wilfrid Laurier Parents' Committee:

1. update the existing Facebook page to include SEAC as a partner
2. update the "Internal Rules of Procedure Governing the use of the SWLSB Parents' Committee FB Page" to include the following:
 - a) edit section 1, where it states "Facebook page - The Parents' Committee Facebook page", update to state "Facebook page - The Parents' Committee and SEAC Facebook page"
 - b) edit section 2.1 to state "The sub-committee is composed of the elected Parents' Committee secretary along with three (3) other volunteer members of the Parents' Committee, and 1 member of SEAC for a total of five (5) members.
 - c) add section 2.2.1: Annually, at the first SEAC meeting of each school year, the members of SEAC may choose 1 member to join the PC FB page sub-committee. In the event no member of SEAC chooses to join this committee, SEAC may continue to offer the seat throughout the year. Seconded by Rawdon Elementary.

Carried UNANIMOUSLY

In response to a question from Twin Oaks Elementary, it is a partnership with SEAC and PC would retain control of the page. This will help it grow and give SEAC the benefit of more attention to their committee.

7.7 The Year Ahead

- McCaig Elementary would like to build upon an idea brought forth last year. Bring in some SWLSB partners from the outside, ie: LEARN Quebec, SEAC presentations, things that would be interesting to parental body at large. Address needs from different regions, presenting different partnerships. Members can submit topics or people who they feel they would like to see come to present. Perhaps invite EPCA to come and present.
- With no other suggestions, the chairperson suggested that this topic can be brought up at a later date.

8. REPORTS

8.1 General Directorate

- A successful GB training session via ZOOM was held on October 28. 39 participants from 16 schools attended. The next GB training will be on February 23 on school budget, finance and school fees.

- Maintaining access to quality, fair and equitable education is a priority. The closure of a school should be considered a measure of last resort. The closure of a school/centre will be considered once all means put in place to prevent the transmission of COVID-19 in the community have been exhausted. The decision is a partnership between the local DSP (Direction de la santé publique), school board, school principal/centre director and head office COVID team. Each outbreak is unique and is assessed using specific criteria. The DG explained the process as to why Arundel Elementary school has closed for 2 weeks. There are 32 active cases in a small school population.
- The distance education survey results from parents was presented.
- The first meeting of the new Council of Commissioners will take place November 11.
- Thank you to the Sir Wilfrid Laurier Foundation for their generous contribution of \$25,000 that enabled us to purchase a class set of laptops to lend to students who have to go into isolation.
- PreK numbers are expected to increase next school year, adding 3 new schools.
- SWLSB is proud to announce its 87.7% graduation rate which places us in the top 5 in the province.
- The Embracing Diversity conference will take place on January 4 for employees and on January 10 for parents. The conference for parents is free. More information to come.
- Adult Education – CDC Vimont continues to be accessible during the pandemic. It provides learning platforms both virtual and in-person, encouraging educational opportunity for adult students across the LLL region in both centres, CDC Vimont and CDC Lachute. It offers students an individualized schedule, either full-time or part-time. The customized approach sets them apart from other adult education centres because they provide each learner with the opportunity to learn at their pace and unique developmental style. There is also the opportunity to complete a DES (High school diploma), acquire missing credits for CEGEP or upgrade skills. www.bilingualtraining.ca
- Our business training services have adapted to the current context and maintain online services to businesses during the pandemic.
- Several wellness initiatives are taking place in our schools and centres during the month of November.

In response to a question from Laurentia Elementary, when the COVID team found out that there were positive cases at Arundel Elementary, they made sure that the schools where siblings attend were informed. The DG reminded parents that should you be contacted by public health, to please give as many details as possible so their tracing is accurate. Communication was sent to the various schools so they are aware of the cases. Public health reminds us that unless the siblings have symptoms, they may attend school. It is important that when the family contacts the school with a positive case to please let them know if they have siblings in other schools.

In a follow-up question from Laurentia Elementary, as soon as the board knows there are cases in a school, the families are sent letters to ask if they have any technological needs. As parents you must let them know what you need in order to be able to do online learning effectively, with proper equipment and internet connectivity. Anyone who does not have internet at home, our IT department has found a solution to give them the equipment to be sure they can connect. The more information we have from parents, the better we are able to equip them.

In response to a question from Rawdon Elementary it is the ministry who gives the statistics on the graduation rates. They read the transmissions that we send to them. The calculation is based on a 7-year cohort. They track every student as soon as they enter Sec 1 and they calculate the progression of them for the next 7 years. It means that 87.7% of students who entered 7 years ago graduated with a high school diploma or a qualification.

In response to a question from St Paul – we are #4 of the 9 English school boards in Quebec.

St Vincent Elementary left the meeting at 8:32 p.m.

McCaig Elementary asked the DG to explain the global picture within our board of teacher posts and substitution lists. Are they qualified teachers? Do we have enough qualified personnel or are we short. The DG responded that at the beginning of the school year we were red flagged as being short of personnel. We had to report daily to the Ministry as to where we were in regards to lack of staff. Since then it has improved although we have no buffer. At the maintenance level we have sufficient staff and have been able to ensure that no one

was in deficit. We do not have a huge bank though. The daycares in schools are sometimes in need. There are a number of non-legally qualified teaching staff who have been able to get a tolerance or support to teach. When the class goes into isolation, if the teacher giving the virtual classroom is sick one day, it could happen that the class may be cancelled because there is no one to replace. We are working on this. The support staff we are doing well, professionals is a difficult level of employment to recruit. In a nutshell we are able to cover all of the zones of vulnerability and we are continuously recruiting. We are happy to report that about 29 teachers participated in our recruitment for administrators.

Rawdon Elementary went on to say that in the outer regions are they having more of a challenge as there are several non-qualified teachers in her school. Are there recruitment strategies geared to the further out regions? The DG responded that it is more challenging in the outlying areas but we try to recruit using as many services as we can. When we were monitored by the government, within 3 weeks we had filled our part time and full-time positions. The government put out a link to hire 2000 employees in different categories for schools across the province.

McCaig Elementary asked about the \$25,000 the foundation donated to purchase the laptops – how did that impact the supply of tech devices for students who have to be home. Are there any students who are still missing devices? The Director of IT responded that they have about 400 iPads in reserve for short term loan. There were also 500 devices reserved for virtual campus and sec 3-4-5 and they have all been lent out. The 36 new laptops will go out for short term loans as needed. IT is waiting for 650 additional laptops that will be here by the end of November. There are also over 1000 devices being used in computer labs in schools that they would prefer not to use, but will if needed.

The SWLSB Chairperson thanked the DG and ADG for all their great work. With all the craziness of the pandemic, you can see the passion and the hard work they do. He is happy to see that mental health is at the forefront and it is being addressed as needed. He went on to thank the SWL Foundation who is always there to help out the school board and he is happy to see that they gave this generous contribution. Thank you to Christian Frechette who has been the president of the foundation for the past 8 years. Mr. Frechette has stepped down. Congratulations to Josée Côte who is taking over as the foundation president and to Archie Cifelli as vice-president. They will form a great team and move the foundation forward. Congratulations to the parent commissioners on being elected to the new team and everyone is invited to join online at the first council meeting where the new council will be sworn in.

8.2 PC Chairperson

Thank you to the parents' committee for being an amazing and strong team.

8.3 PC Vice-Chairperson

In members' packages.

8.4 Secretary

8.4.1 Facebook sub-committee

In members' packages.

8.5 Parent Commissioner

First meeting is November 11.

8.6 EPCA (English Parents Committee Association)

There has been one meeting preparing for the upcoming AGA.

8.7 RCP-3L

The AGA is taking place and an invitation will be sent to all PC chairs to send out to delegates and if there is room they will open it up to GB members. The invitation was received and the chairperson will get a clarification as to who it is open to.

8.8 SEAC

In members' packages.

8.9 Transportation Advisory

No report.

9. NEW BUSINESS**9.1 Rules and Regulations sub-committee**

An email was sent out letting the members know that this sub-committee exists in order to go over the PC procedures in place. The first meeting will be convened in the next week.

9.2 MailChimp discussion

Now that the parent public has been a lot more engaged, there is a challenge to prepare distribution lists because there are so many email addresses. After some research it seems that MailChimp is the most reputable. It costs \$10 US per month for the license. It will be owned by PC. The distribution lists can only be used by the chairperson as this is in our policy. The PC email address will be attached to the MailChimp account. This PC email address is a Sir Wilfrid address that forwards it to the chair so it can be cut off at any time.

Laval Senior Academy would like to put something in place whereby when there is a new chair that the list does not go to anyone else. That list should never be exported from MailChimp and shared with any other group.

If someone else needs to access it should the chairperson be away and there is an emergency, how would they go about changing the individual who has access to it. It should not be the vice-chair who has access, it should be someone at the board level.

Why does PC need MailChimp? The chairperson responded that it is for when the public wants to engage with PC. It is time consuming to put together email lists and it would give the public the chance to voluntarily sign up to the PC mailing list. Using MailChimp allows the public to opt out of receiving mail from PC should they want.

In response to a question from Twin Oaks – we do not use any other services that require passwords.

SEAC – it is a good idea to table it and look into any red flags before signing into it. Look for a mechanism so that someone else can come in and take over easily. Think about it and come back with a viable solution.

McCaig Elementary clarified that the parents' committee e-mail is just a forwarded email address so if it is used for the MailChimp account it is as simple as transferring the address to the next person in charge. More importantly is the security of the email list. It should be put in writing that it is prohibited to distribute or download the MailChimp list.

Based on the feedback a proper resolution with concerns will be brought forward by email.

GB20201105-10 Laval Senior Academy MOVED THAT the PC tables this decision to an e-vote to give time to properly investigate. Seconded by SEAC.

Carried UNANIMOUSLY

10. VARIA**10.1 Distribution of tablets for Souvenir Elementary**

It was brought to the attention of the delegate of Souvenir Elementary that there has not been distribution to the students at his school with iPads. He would like to know when they can expect them. The Director General responded that the devices that are deployed are available to students whose class goes into isolation and must take advantage of distance learning. Only those who require a device because they are in isolation or if they are exempt are given one. A request was made today for students in isolation from Souvenir Elementary and the

devices will be out by Monday. Any student who is part of the virtual campus who has asked for a device has received it. If you are aware of anyone who has not made a request, please contact the in-school administrator, Mme. Perreault of the virtual campus.

10.2 Revisit the resolution from June giving the PC executive power

With reference to the resolution to allow the executive committee to make decisions without contacting the PC, were there any measures that were taken during this period. The chairperson responded that there was no need to take advantage of it as a town hall was held.

11. QUESTION PERIOD

In response to a question from the public, the GB session in February is not obligatory, it is encouraged.

12. ADJOURNMENT

Next regular meeting: Thursday, December 3, 2020

If you cannot make a meeting please ask your alternate to attend.

PC20201105-11 SEAC MOVED THAT the meeting be closed at 9:21 p.m. Seconded by Joliette High.

Carried UNANIMOUSLY

Minutes approved _____, 2020

Chairperson

Secretary

Respectfully submitted by:
Susan O'Keeffe, Recording Secretary