

## Parents' Committee Meeting

**Tuesday, November 23, 2020**

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Minutes of the Parents' Committee meeting held November 23, 2020,  
by ZOOM

**Present:**

Jacqueline Gallibois	Chairperson, Parent Commissioner and representing St-Augustine School
Melody Strickland	Second Vice-Chair and representing Netagamou School
Kimberly Buffitt	Mountain Ridge and St-Paul schools - Representative
Marie-Lyne Monger	Harrington School – Representative
Charline Marcoux	École Gabriel-Dionne - Representative
Shally Bateman	Mecatina School – Representative
Nadia Wellman	École Mgr-Scheffer– Representative
April Kippen	Kegaska School - Representative

**Absent:**

Representative from: École St-Joseph

**For the Centre de services scolaire du Littoral:**

Philip Joycey	Administrator
Nadia Landry	Assistant Administrator and Responsible for Human Resources Service
Katia Tardif	Coordinator of Educational Services
Stéphane Daoust	Director of Material Resources Service
Marie-Pier Rioux	Director of Financial Resources Service
Pierre Boudreau	Director of Computer Technology Service
Geneviève Boucher	Administration Officer and Acting Secretary General

**Absent:**

Deborah Foltin	Director of Educational Services
Ana Osborne	Coordinator of Adult and Vocational Education Services

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**MEETING – NOVEMBER 23, 2020**

**8:30 a.m. to 3 p.m. S-Î**

**9:30 a.m. to 4 p.m. LNS**

**AGENDA**

**1. Parents' Committee Meeting**

- 1.1 Opening of the Meeting
- 1.2 Introduction of Members

**2. Reading and Adoption of the Agenda**

**3. Meeting held June 2, 2020 by ZOOM**

- 3.1 Reading and Adoption of the Minutes
- 3.2 Follow-up to the Meeting

**4. Items Submitted by Representatives**

- 4.1 Online Learning: Training for Parents
- 4.2 Other: \_\_\_\_\_  
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**5. Items Submitted by the CSSL**

- 5.1 CSSL Priorities for 2020-2021
- 5.2 COVID-19: Follow-up
- 5.3 Compulsory Training for Governing Boards
- 5.4 Representative from the Special Needs Advisory Committee
- 5.5 Information from Educational Services
- 5.6 Computer Technology Service: Follow-up
- 5.7 Financial Resources Service Report
- 5.8 Material Resources Service Report

- 5.9 Human Resources Service Report
- 5.10 Lead Testing in Schools
- 5.11 School Calendars for 2021-2022 and 2022-2023
- 5.12 École Gabriel-Dionne: Consultation
- 5.13 Future of St-Lawrence School
- 5.14 Other: \_\_\_\_\_  
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**6. Business Arising**

- 6.1 \_\_\_\_\_
- 6.2 \_\_\_\_\_
- 6.3 \_\_\_\_\_

**7. Date and Organization of the Next Meeting**

**8. Closure of the Meeting**

MINUTES	Follow-up
<p><b>1. Parents' Committee Meeting</b></p> <p><b>1.1 Opening of the meeting</b></p> <p>The Chairperson, Ms. Gallibois, welcomes the members of the committee and declares the meeting open at 8:40 am S-Î/9:40 am LNS.</p> <p><b>1.2 Introduction of members</b></p> <p>The members of the committee and managers of the Centre de services scolaire du Littoral introduce themselves.</p>	
<p><b>2. Reading and Adoption of the Agenda</b></p> <p>The adoption of the agenda is proposed by Ms. Tardif and seconded by Ms. Rioux with the following additions:</p> <p>6.1 Attendance Allowance 6.2 COVID-19</p> <p>The agenda remains open.</p>	
<p><b>3. Meeting held on June 2, 2020, by ZOOM</b></p> <p><b>3.1 Reading and Adoption of the Minutes</b></p> <p>It is proposed by Ms. Wellman and seconded by Ms. Strickland that the minutes be adopted as presented.</p> <p><b>3.2 Follow-up to the Meeting</b></p> <p><b>4.1 - Sports and Cultural Outings</b> – Given that Ms. Anderson is not present at the meeting today, Ms. Gallibois will contact her regarding the letter which was supposed to be prepared and sent to the MEQ.</p>	Ms. Gallibois
<p><b>4. Items Submitted by Representatives</b></p> <p><b>4.1 Online Learning: Training for Parents</b></p> <p>Ms. Bateman wishes to know if the CSSL plans to organize for parents workshops on online learning. Mr. Joycey indicates that training sessions could be organized with the support of CLCs. He adds that LEARN has material available for the English sector. A session could be held in January 2021. To be followed-up.</p>	Mr. Joycey

5. Items Submitted by the CSSL	Follow-up
<p><b>5.1 CSSL Priorities for 2020-2021</b></p> <p>Mr. Joycey tables the <i>CSSL priorities for 2020-2021</i> which are based on the <i>CSSL Commitment-to-Success Plan</i>. He talks about courses offered by Adult Education and the renovations of St-Bernard which will become a state-of-the-art adult education centre.</p>	
<p><b>5.2 COVID-19: Follow-up</b></p> <p>Mr. Joycey tables the <i>CSSL COVID-19 Action Plan</i> requested by the MEQ. He explains that each school service centre had to develop a local action plan aligned with the ministry's guidelines.</p> <p>Ms. Buffitt suggests that the CSSL reposts more frequently the information that is shared on its Facebook page and website in order to make it easier for parents to find the information needed or previously seen.</p>	
<p><b>5.3 Compulsory Training for Governing Boards</b></p> <p>Ms. Boucher talks about the MEQ compulsory training for governing board members and tables various documents also available on the ministry's website. She indicates that the documentation is mostly in French and contacted the ministry regarding the English versions. They indicated that they are working on the translation but a definite date could not be provided.</p> <p>It is to be noted that the training is available at any time during the school year and that no deadline was imposed. However, schools will have to provide a certification of training for each member to the CSSL.</p> <p>Ms. Boucher shares general information on governing boards. She stresses that parents who are members of the school staff or the School Service Centre cannot sit on governing boards. It is also important to note that the chair of the Parents' Committee must be elected before the first Sunday in November.</p>	Ms. Boucher
<p><b>5.4 Representative from the Special Needs Advisory Committee</b></p> <p>Ms. Boucher mentions that the <i>Education Act</i> stipulates that "a representative of the advisory committee on services for handicapped students and students with social maladjustments or learning disabilities" (the CSSL Special Needs Advisory Committee (SNAC)) must sit on the Parents' Committee. Ms. Tardif will consult parents who are members of the SNAC to designate a representative. To be followed-up.</p>	Ms. Tardif
<p><b>5.5 Information from Educational Services</b></p> <p>Ms. Tardif tables the contact list for Educational Services personnel and explains the roles and responsibilities of certain staff members.</p> <p>Ms. Tardif talks about services offered by the Centres of Excellence and by various regional resources.</p> <p>The <i>2020-2021 School Population Declaration</i> is tabled. Ms. Tardif indicates that the school population is 447 students; an increase of 11 students from last year.</p>	

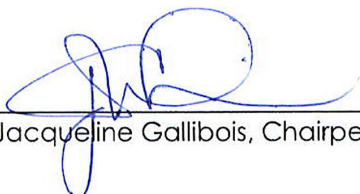
<p>Ms. Tardif provides additional information on various dossiers such as the implementation of the <i>Response to Intervention</i> (RTI) initiative with the support of Ms. Karine Dubé, principal of École Gabriel-Dionne and École St-Joseph; the <i>Suicide Postvention Protocol</i>; Complementary Services; the EDHAA Committee (SNAC); etc.</p> <p>Throughout the pandemic, support and accompaniment in distance learning was provided to teachers and support staff by Educational Services.</p> <p>Speech therapy, neuropsychology and occupational therapy services were also offered by external resources.</p>	<p><b>Follow-up</b></p>
<p>Ms. Buffitt talks about a situation that was brought to her attention. She indicates that a child with autism has been waiting for almost two years to receive a <i>Test of Sensory Integration</i> (TSI) from the CSSL. Ms. Tardif will review the dossier to find out the reasons for the delay and mentions the difficulties in finding and keeping professionals on the territory. She indicates that she is in constant communication with the CISSS Côte-Nord. Mr. Joycey adds that communication with health services has improved greatly in the last couple of years. However, difficulties in having services in English and long waiting lists remain problematic. Mr. Joycey invites Ms. Buffitt to contact him regarding the situation she mentioned earlier. Ms. Buffitt will contact both Ms. Tardif and Mr. Joycey.</p>	<p><b>Ms. Tardif</b></p> <p><b>Ms. Buffitt</b></p>
<p><b>5.6 Computer Technology Service: Follow-up</b></p> <p>Mr. Boudreau provides an update on various dossiers:</p> <p><u>IT Equipment</u> Mr. Boudreau indicates that the CSSL invested approximately \$ 300 000 for the purchase of additional iPads (teacher ratio 1:1) and Smart TVs to replace old SmartBoards, among other things. Also, given the current pandemic and the obligation of distance education, six LTE keys were purchased for students in communities with no high-speed internet.</p> <p><u>Network</u> After several months of discussions between the CSSL and TELUS, the bandwidth will be increased from 90 to 300 Mbps. Mr. Boudreau indicates that all should be operational by next spring.</p> <p>Mr. Boudreau mentions that the CSSL is waiting for a proposal from TV Anticosti for a 45 Mbps link for École St-Joseph.</p> <p><u>Information Security</u> Mr. Boudreau talks about the importance of following MEQ security guidelines while maintaining easy access for students and teachers.</p> <p><u>Website</u> The CSSL is working on speeding up the implementation of the new website.</p> <p><u>Document Management</u> Mr. Boudreau indicates that this is a long-term project and that it is in progress.</p>	<p><b>Mr. Boudreau</b></p> <p><b>Mr. Boudreau</b></p>

<p>Ms. Boucher suggests using the TEAMS platform if the next Parents' Committee meeting is held by distance. She will verify with Mr. Boudreau if this is feasible and will inform Ms. Gallibois.</p>	<p><b>Follow-up</b></p>
<p><b>5.7 Financial Resources Service: Report</b></p> <p>Ms. Rioux presents the <i>Financial Resources Service Report</i> and explains that the high surplus is due to the COVID-19 pandemic. Budgets allocated for travels were not used given that all meetings and training sessions were held by distance, among other things.</p>	<p><b>Ms. Boucher</b></p>
<p><b>5.8 Material Resources Service: Report</b></p> <p>Mr. Daoust presents the <i>Material Resources Service Report</i> and highlights ongoing projects such as the expansion of École Mgr-Scheffer, the renovation of St-Bernard, and the construction of residences in Lourdes-de-Blanc-Sablon.</p> <p>Ms. Buffitt asks if it would be possible that community members have access to Mountain Ridge and St-Paul schools outside regular school hours with, for example, a key card. Mr. Joycey indicates that supervision of the buildings has to be taken into account. He invites Ms. Buffitt to discuss this with her governing board.</p>	
<p><b>5.9 Human Resources Service: Report</b></p> <p>Ms. Landry presents the <i>Human Resources Service and Secretary General Report</i> prepared by Mr. Marc-André Masse before his departure.</p> <p>Ms. Boucher talks about the renewal of the agreement with the Student Ombudsman, Mr. Donatien Grenier, which will be in effect until 2023. She mentions upcoming changes from the Minister of Education who wants to implement regional student ombudsmen and review their mandate.</p>	
<p><b>5.10 Lead Testing in Schools</b></p> <p>Mr. Daoust talks about the new norm regarding the level of lead in drinking water. He indicates that the drinking water was tested at multiple access points in each school with only one test (at St-Paul School) coming back higher than the norm. He specifies that the rate was, however, in compliance with last year's acceptable norm. A notice indicating not to drink the water was posted at that access point.</p> <p>Mr. Daoust indicates that a letter will be sent to parents regarding the water quality in each school.</p>	<p><b>Mr. Daoust</b></p>
<p><b>5.11 School Calendars for 2021-2022 and 2022-2023</b></p> <p>Ms. Landry tables the 2021-2022 school calendar which was approved by unions.</p> <p>Ms. Landry presents an Excel document which includes a blank copy and the CSSL proposal for the 2022-2023 school calendar as well as directives for its elaboration. Representatives are invited to forward their comments/suggestions to Ms. Gallibois within the next four to six weeks.</p>	<p><b>Representatives</b></p>

<p>Ms. Buffitt talks about the <i>2030 Québec Youth Policy</i>. She lists some of the objectives of the policy which include the promotion of healthy lifestyles in a safe environment. She suggests that the policy be looked at and that targets be established for the CSSL. Mr. Joycey finds Ms. Buffitt's proposal pertinent. Ms. Buffitt will forward a copy of the policy to Mr. Joycey.</p> <p><b>5.12 École Gabriel-Dionne: Consultation</b></p> <p>Mr. Joycey talks about a consultation that was held last September with the population of Tête-à-la-Baleine regarding the future of École Gabriel-Dionne. He explains that the process started last spring following the publication of the <i>2020-2021 Anticipated School Population</i> with only three students registered at the school.</p> <p>He indicates that during the meeting Ms. Darlene Rowsell Roberts, director of the municipality of the Côte-Nord-du-Golfe-du-Saint-Laurent, suggested that a working committee be formed to review the various possibilities for the school and the community which include ways of attracting new people, how to maintain quality of services, etc. A first meeting will be held in the coming days. Mr. Joycey adds that it is also important to find the best way to use the facility.</p> <p>Ms. Landry talks about distance education which was experienced last year between École Gabriel Dionne and École Mgr-Scheffer.</p> <p><b>5.13 Future of St-Lawrence School</b></p> <p>Mr. Joycey talks about the future of St-Lawrence School as a fisheries and agriculture training adult education centre. Mr. Joycey mentions that plans are on hold for now as the CSSL needs to prove its ownership of the land before going ahead with any type of work to the building.</p> <p>Ms. Buffitt wishes to find out what the School Service Centre policy is regarding community access. Mr. Joycey invites her to contact him regarding this topic.</p>	<p><b>Follow-up</b></p> <p><b>Ms. Buffitt</b></p> <p><b>Mr. Joycey</b></p> <p><b>Ms. Buffitt</b></p>
<p><b>6. BUSINESS ARISING</b></p> <p><b>6.1 Attendance Allowance</b></p> <p>Ms. Rioux tables a decree from the MEQ regarding attendance allowance for members of school service centres' boards of directors. She explains that, in the past, the president of the Parents' Committee was receiving an allocation from the School Board for his services, similar to what was given to school board commissioners. Given that the CSSL doesn't have a board of directors such as in other school service centres, it is proposed that an attendance allowance be granted to members of the Parents' Committee. The amounts allocated are indicated in the decree presented earlier. Ms. Rioux adds that each member would be on the CSSL payroll and would receive a T4 at the end of the year. Everyone is in favour of the proposal. Ms. Rioux will ensure follow-up.</p> <p><b>6.2 COVID-19</b></p> <p>Mr. Joycey provides an overview of the situation in the schools and indicates that the CSSL continues to follow Public Health guidelines diligently.</p>	<p><b>Ms. Rioux</b></p>



<p>A discussion follows on the current situation in the East Sector where a COVID-19 case was declared in the community and students were taken out of schools. Mr. Joycey spoke with Ms. Martine Th��berge from the CISSS C��te-Nord who told him that as soon as a class/bubble has to be closed, she will contact him immediately. Mr. Joycey indicates that parents with concerns should contact Public Health.</p> <p>Ms. Buffitt suggests, as a way to reassure parents, that Mr. Joycey posts a video on the School Service Centre website explaining the process to follow when a positive case is confirmed in a school. Mr. Joycey indicates that he did a radio interview this morning and will do another one this afternoon. He stresses that students must be in schools. Schools are safe and all safety measures are in place. Ms. Landry adds that the decision to close a class/bubble or a school comes from Public Health and not the School Service Centre.</p> <p>A discussion follows on students and workers coming back on the territory for the Christmas Break.</p>	<p><b>Follow-up</b></p>
<p><b>7. Date and organization of the next meeting</b></p> <p>The next meeting will take place on June 1, 2021 in La Tabati��re or by TEAMS.</p>	
<p><b>8. Closure of the meeting</b></p> <p>It is proposed by Ms. Buffitt and seconded by Ms. Marcoux that the meeting be adjourned at 10:55 a.m. S-��/11:55 a.m. LNS.</p>	

  
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 Jacqueline Gallibois, Chairperson

  
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 Genevi  ve Boucher, Secretary