

Parents' Committee Meeting

Tuesday, October 26, 2021

Minutes of the Parents' Committee meeting held October 26, 2021, by ZOOM

Present:

Jacqueline Gallibois	Chairperson and representing St-Augustine School
Charline Marcoux	First Vice-Chair and representing École Gabriel-Dionne (leaves at 10 a.m.)
Kimberly Buffitt	Second Vice-Chair and representing St-Paul and Mountain Ridge schools
Melody Strickland	Netagamou School – Representative
Tara Bobbitt	Mecatina School - Representative
Marie-Lyne Monger	Harrington School – Representative
April Kippen	Kegaska School – Representative
Nadia Wellman	École Mgr-Scheffer - Representative

Absent:

Representative from: École St-Joseph

For the Centre de services scolaire du Littoral:

Philip Joyce	Administrator
Nadia Landry	Assistant Administrator
Marie Hamel	Director of Educational Services
Stéphane Daoust	Director of Material Resources Service
Marie-Pier Rioux	Director of Financial Resources Service
Ana Osborne	Coordinator of Adult and Vocational Education Services
Geneviève Boucher	Administration Officer

Absent:

Pierre Boudreau	Director of Information Technology Service
Marc-André Masse	Director of Human Resources Service and Secretary General

**MEETING – October 26, 2021,
9 a.m. to noon**

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 1, 2021, by ZOOM

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

4. Items Submitted by Representatives

- 4.1 _____
- 4.2 _____
- 4.3 _____

5. Items Submitted by the CSSL

- 5.1 CSSL Priorities for 2021-2022
- 5.2 Initiatives and Developments by Educational Services
- 5.3 Personnel Retention
- 5.4 Financial Resources Service Report
- 5.5 Survey: Parent Participation on Governing Boards
- 5.6 Compulsory Training for Governing Board Members
- 5.7 Other: _____

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>1. Parents' Committee Meeting</p> <p>1.1 Opening of the meeting</p> <p>The Chairperson, Ms. Gallibois, welcomes the members of the committee and declares the meeting open at 9:03 a.m.</p> <p>1.2 Introduction of members</p> <p>The members of the committee and managers of the Centre de services scolaire du Littoral introduce themselves.</p>	
<p>2. Reading and Adoption of the Agenda</p> <p>The adoption of the agenda is proposed by Ms. Buffitt and seconded by Ms. Strickland with the following additions:</p> <p>4.1 Mountain Ridge School 5.7 COVID-19 Measures: Update 5.8 Human Resources Service: Update 5.9 News from Adult Education</p> <p>The agenda remains open.</p>	
<p>3. Meeting held on June 1, 2021, by ZOOM</p> <p>3.1 Reading and Adoption of the Minutes</p> <p>It is proposed by Ms. Buffitt and seconded by Ms. Kippen that the minutes be adopted as presented.</p> <p>3.2 Follow-up to the Meeting</p> <p>4.1 (June 2, 2020) - Sports and Cultural Outings – Ms. Gallibois indicates that she did not receive the letter from Ms. Adeline Anderson. Ms. Bobbitt will ensure follow-up with Ms. Anderson.</p> <p>5.4 (November 23, 2020) – Representative for the Special Needs Advisory Committee – It is announced that Ms. Buffitt will continue her mandate as representative of the Special Needs Advisory Committee (SNAC) on the Parents' Committee.</p> <p>The lack of representation of certain communities on the SNAC is mentioned.</p> <p>5.10 (November 23, 2020) - Lead Testing in Schools – Mr. Daoust indicates that additional testing was done at St-Paul School. The results are in accordance with the regulations.</p>	<p>T. Bobbitt</p>

<p>5.12 (November 23, 2020) – École Gabriel-Dionne: consultation – Ms. Landry informs representatives that the committee's recommendations were sent to Mr. Joycey who asked that certain elements be specified. The document was modified and sent back to Mr. Joycey.</p>	<p>Follow-up</p>
<p>Mr. Joycey indicates that the recommendations are similar to the hybrid services offered this year. He adds that the principal of the school is working hard to have her two schools (École Gabriel-Dionne and École St-Joseph) collaborate at distance. He will see how things are developing and will make a decision in a few weeks regarding services at École Gabriel-Dionne for the 2022-2023 school year.</p>	<p>P. Joycey</p>
<p>4.1 – Air Conditioning in Secondary Classrooms at Harrington School – Mr. Daoust indicates that reflectors (tinted films) were installed on school windows to block the sun. Ms. Monger mentions that comments she received regarding this solution were positive.</p>	
<p>4.2 – Internet Access in Case of Power Failure – Mr. Daoust indicates that contracts have been signed for the replacement of the generators in Chevery and in Rivière St-Augustin. The generator in Kegaska will be replaced next year given the frequent interruption of services by Hydro-Québec in that sector.</p>	<p>S. Daoust</p>
<p>Ms. Gallibois mentions that the generator in Rivière St-Augustin is located near the daycare and the store. She would like to know if the new one will be installed at the same location. Mr. Daoust indicates that it will. She suggests that a message be sent out to inform those concerned. Mr. Joycey will prepare a note to that effect.</p>	<p>P. Joycey</p>
<p>Regarding the purchase of bigger battery packs, Mr. Daoust will ensure follow-up with the Technology Information Service.</p>	<p>S. Daoust</p>
<p>5.3 - Adult and Vocational Education Services: Update – Mr. Joycey informs representatives that the retirement celebration for Mr. Vincent Joncas will be held on March 22, 2022.</p>	
<p>5.10 – St-Lawrence School: Consultation – Mr. Joycey indicates that the CSSL closed the youth sector at St-Lawrence School and is currently looking at different options for the use of the building. He reminds representatives that office spaces are presently used by employees of the Coasters' Association.</p>	<p>P. Joycey</p>
<p>Mr. Joycey adds that GrEAU is looking to expand their project and will be using the old residence. The project will be underway once a confirmation from their insurance company is received.</p>	<p>P. Joycey</p>
<p>Mr. Joycey indicates that the CSSL is still in the process of legalizing the ownership of the land.</p>	<p>S. Daoust</p>
<p>Ms. Bobbitt mentions that the two communities could benefit from having access to St-Lawrence School. Mr. Joycey agrees and indicates that a survey was sent to the population of both communities for suggestions on the use of the gymnasium. He invites Ms. Bobbitt to send him ideas as well.</p>	<p>T. Bobbitt</p>

<p>4. Items Submitted by Representatives</p> <p>4.1 Mountain Ridge School</p> <p>Ms. Gallibois would like to know when Mountain Ridge School students will move back to their school in Vieux-Fort. Mr. Joycey indicates that a memo was sent to parents on October 25, 2021, informing them that the building could be ready to occupy as of March 15, 2022. Ms. Gallibois asks if the students will move back before the end of the school year. Ms. Buffitt replies that they will know more in March 2022. She adds that two trailers were installed near St-Paul School for Adult Education and Complementary Services personnel.</p>	<p>Follow-up</p>
<p>5. Items Submitted by the CSSL</p> <p>5.1 CSSL Priorities for 2021-2022</p> <p>Mr. Joycey tables the CSSL <i>2018-2022 Commitment-to-Success Plan</i> and lists its targets and objectives. He mentions that data from last year was unobtainable due to the COVID-19 pandemic. He adds that Mr. Daoust and Mr. Regis Lemay, Specialized Maintenance Foreman, are working on collecting data on the condition of all CSSL buildings.</p> <p>Mr. Joycey indicates that all measures in place are in line with the orientations adopted by the school service centre. He talks about the implementation of the <i>Response to Intervention (RTI)</i> initiative in three targeted schools.</p> <p>Mr. Joycey informs representatives that the plan will be revised and that the CSSL has already started to look at what could be improved. Ms. Buffitt refers to youth engagement. She talks about the importance of finding ways to consult the youth and bring them together. The online discussion session held by the Coasters' Association last year is mentioned. Ms. Buffitt stresses that, unfortunately, younger people do not feel engaged. Mr. Joycey asks Ms. Buffitt to send him the data collected from the session. Ms. Buffitt will share the information with him.</p> <p>5.2 Initiatives and Developments by Educational Services</p> <p>Ms. Hamel talks about initiatives and developments by Educational Services for the 2021-2022 school year. Given it is her first year with the CSSL, she is looking at issues and needs to be worked on.</p> <p>Mr. Joycey mentions that two bilingual pedagogical consultants were recently hired by the school service centre. Ms. Gallibois asks if they will be based in Blanc-Sablon. Ms. Hamel indicates that they will.</p> <p>Ms. Hamel talks about the functioning of Educational Services. She specifies that she is responsible for educational and administrative dossiers and that Ms. Katia Tardif, Coordinator of Educational Services, oversees all files related to Complementary Services.</p>	<p>S. Daoust</p> <p>K. Buffitt</p>

<p>Ms. Hamel provides information on current dossiers such as distance learning education between communities, 4-year-old kindergarten, Mozaïk-Portail and the establishment of the Commitment-to-Student-Success Committee (CERE). She adds that the committee's mandate is to evaluate, review and update the CSSL <i>Commitment-to-Success Plan</i>.</p>	<p>Follow-up</p>
<p>5.3 Personnel Retention</p> <p>Mr. Joycey talks about discussions held with CSSL principals and managers regarding personnel retention. Several solutions were proposed such as modifying the hiring process, providing Internet services with residences, insuring employees have adequate storage spaces, increasing the retention premium and implementing a mentoring program for new employees.</p> <p>It is suggested that links be made with organizations and committees such as Place aux jeunes.</p> <p>Mr. Joycey indicates that videos will be filmed to promote and provide information on each community. A webinar will also be prepared for new employees.</p>	<p>M-A. Masse</p>
<p>5.4 Financial Resources Service Report</p> <p>Ms. Rioux presents the <i>Financial Resources Service Report</i> and explains that the surplus is mainly due, once again, to the ongoing COVID-19 pandemic.</p>	
<p>5.5 Survey: Parent Participation on Governing Boards</p> <p>Mr. Joycey invites representatives to share with parents a survey on the effects of parental involvement in their child's school life, particularly through their participation on governing boards.</p>	<p>Representatives</p>
<p>5.6 Compulsory Training for Governing Board Members</p> <p>Mr. Joycey contacted the Ministry of Education (MEQ) regarding the availability of documents in English required for the compulsory training of governing board members. He will share with representatives the email reply from the ministry and indicates that more videos in English should be made available soon. He adds that there is no deadline for the training to be completed.</p>	<p>P. Joycey</p>
<p>5.7 COVID-19 Measures: Update</p> <p>Mr. Joycey announces that, as of last week, rapid tests are available in all schools. He explains that tests will only be administered by the school if the student becomes suddenly ill during the day. A consent form must be signed by parents for the student to be tested.</p> <p>Mr. Joycey requests that parents keep their children at home if they have any symptoms (flu, cold, gastro, etc.).</p>	

<p>5.8 Human Resources Service: Update</p> <p>Mr. Joycey indicates that the <i>Human Resources Service Report</i> will be emailed to representatives by Mr. Masse next week. He adds that Mr. Pierre Boudreau, Director of Information Technology Service, is retiring and that the position will be transferred to Blanc-Sablon.</p> <p>Mr. Joycey provides additional information on the new pedagogical consultants recently hired at Educational Services, Mr. Bruno Courville and Mr. Éric Caron.</p> <p>5.9 News from Adult Education</p> <p>Ms. Osborne shares information on activities held by Adult Education such as the completion of the <i>Construction Equipment Operation</i> training course and the upcoming <i>Home Care Assistance</i> program. She adds that courses in accounting and agriculture and fisheries are forthcoming.</p> <p>Given the current pandemic, learners are following the theoretical part of their courses at distance, but internships are done in person.</p> <p>Ms. Osborne refers to a report by the MRC on the literacy levels of the adult population on the territory. She specifies that 41.2 % of adults have less than level 3 of 5 in literacy, writing, reading, numeracy and digital literacy.</p> <p>Ms. Osborne informs representatives that part-time recreational technicians were hired in each community to promote Adult Education. Parents are invited to contact her for more information.</p>	<p>Follow-up</p> <p>M-A. Masse</p>
<p>6. Business Arising</p> <p>No new points were added.</p>	
<p>7. Date and Organization of the Next Meeting</p> <p>The next meeting will be held on June 7, 2022. A survey will be sent to all members to select a location for the next meeting.</p>	
<p>8. Closure of the Meeting</p> <p>It is proposed by Ms. Bobbitt and seconded by Ms. Wellman that the meeting be adjourned at 10:35 a.m.</p>	


Jacqueline Gallibois, Chairperson


Geneviève Boucher, Secretary

Opening of elections at 10:38 on October 26, 2021

1. President of the assembly

Ms. Geneviève Boucher accepts the position of President of the assembly.

2. Secretary of the assembly

Ms. Marie-Pier Rioux accepts the position of Secretary of the assembly.

3. Executive of the Parents' Committee

Nominations for Chairperson

Nominee	Proposed by	Seconded by	Accept / Yes or No
Marie-Lyne Monger	Jacqueline Gallibois	Nadia Wellman	No
Jacqueline Gallibois	Marie-Lyne Monger	Nadia Wellman	No
Tara Bobbitt	Melody Strickland	Marie-Lyne Monger	Yes

It is proposed by Ms. Jacqueline Gallibois and accepted unanimously that nominations for Chairperson be closed.

Ms. Tara Bobbitt is elected by acclamation.



Nominations for First Vice-Chair

Nominee	Proposed by	Seconded by	Accept / Yes or No
Melody Strickland	Tara Bobbitt	Jacqueline Gallibois	Yes

It is proposed by Ms. Marie-Lyne Monger and accepted unanimously that nominations for First Vice-Chair be closed.

Ms. Melody Strickland is elected by acclamation.



Nominations for Second Vice-Chair

Nominee	Proposed by	Seconded by	Accept / Yes or No
April Kippen	Jacqueline Gallibois	Marie-Lyne Monger	Yes

It is proposed by Ms. Tara Bobbitt and accepted unanimously that nominations for Second Vice-Chair be closed.

Ms. April Kippen is elected by acclamation.



Chairperson: Ms. Tara Bobbitt was elected Chairperson of the Parents' Committee.

Vice-Chairs: Ms. Melody Strickland was elected First Vice-Chair.
Ms. April Kippen was elected Second Vice-Chair.

4. Closing of the assembly

It is proposed by Ms. Marie-Lyne Monger and accepted unanimously that the election meeting be closed at 10:51.



Extract from the minutes of the Parents' Committee

Date: October 26, 2021

It was proposed by: Marie-Lyne Monger
and seconded by: Jacqueline Gallibois

that the Chairperson and the First Vice-Chair of the Parents' Committee be elected representatives of the Centre de services scolaire du Littoral Parents' Committee and that Ms. Tara Bobbitt and Ms. Melody Strickland be the signing authorities for the Parents' Committee account #1377. The signing authority for the Emergency Fund account #1658 remains Ms. Nadia Wellman, parent representative.

Adopted unanimously.

