

## Parents' Committee Meeting

**Thursday, May 30, 2024**

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Minutes of the Parents' Committee meeting held on May 30, 2024, by Teams

**Present:**

Kimberly Buffitt	Chairperson and representing St-Paul School
Charline Marcoux	Second Vice-Chair and representing École Gabriel-Dionne
Shally Bateman	Representative – Mecatina School
Geneva Jones	Representative - Netagamiou School
Brittany Anderson	Representative - Kegaska School

**Absent:**

Representatives from:	Harrington School
	École Mgr-Scheffer
	Mountain Ridge School
	St-Augustine School
	École St-Joseph
	Special Needs Advisory Committee

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

Marc-André Masse	Administrator
Nadia Landry	Assistant Administrator
Marie Hamel	Director of Educational Services
Valérie Roux	Director of Human Resources Service and Secretary General
Geneviève Boucher	Administrative Management Officer

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**MEETING – May 30, 2024**  
**8:30 a.m. to 4:30 p.m.**

**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 on November 2, 2023, in Blanc-Sablon**

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

**4. Items Submitted by Representatives**

- 4.1 Sports Activities: Financial Report
- 4.2 Other: \_\_\_\_\_  
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**5. Items Submitted by CSSL**

- 5.1 Policy for Maintaining or Closing of a School and the Modification of Certain Educational Services Provided in a School: Consultation
- 5.2 School Transportation Policy: Consultation
- 5.3 Representative on the LNS Advisory Group
- 5.4 Recruitment
- 5.5 New College Guidelines for English-Language Sector: Presentation  
Mr. Jean-François Rodrigue, Guidance Counsellor (10:30 a.m.)
- 5.6 Material Resources Service Projects
- 5.7 Review of Educational Services Activities in 2023-2024
- 5.8 2024-2025 School Calendar: Deposit

- 5.9 2025-2026 School Calendar: Consultation
- 5.10 Three-Year Plan for the Allocation and Destination of Immovables  
2024-2027: Deposit
- 5.11 School Fees Charged to Parents
- 5.12 MEQ: Dashboard
- 5.13 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><b>1. Parents' Committee Meeting</b></p> <p><b>1.1 Opening of the meeting</b></p> <p>The Chair, Ms. Buffitt, welcomes the members of the committee and declares the meeting open at 8:35 a.m.</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. Jones and seconded by Ms. Roux with the following additions:</p> <p>4.2 School Daycare 4.3 Sport-Études Program</p> <p>The agenda remains open.</p>	
<p><b>3. Meeting held on November 2, 2023, in Blanc-Sablon</b></p> <p><b>3.1 Reading and Adoption of the Minutes</b></p> <p>It is proposed by Ms. Buffitt and seconded by Ms. Jones that the minutes be adopted as presented.</p> <p><b>3.2 Follow-up to the Meeting</b></p> <p><b>4.1 (June 2, 2020) - Sports and Cultural Outings</b> – Mr. Masse talks about reaching out to the Ministère des Transports (MTQ), the Ministère de l'Éducation (MEQ) and Ms. Kateri Champagne Jourdain, Member for Duplessis, regarding funding for sports and cultural outings. He adds that the MTQ plans to review the rules and regulations concerning the <i>Regional Air Access Program</i>, and that adjustments will be made to the cultural measure to enable schools to host local artists.</p> <p>Ms. Buffitt indicates that a brief drafted by the Parents' Committee has been sent to various ministries. To date, she has received no follow-up from them. She adds that her company has been hired by the MRC du Golfe-du-Saint-Laurent to look into sports travel, in collaboration with the school service centre. To be followed-up.</p> <p><b>4.6 (June 14, 2023) – Swimming Pool</b> – Ms. Boucher reminds Ms. Buffitt to send her a copy of the signed resolution, in French and English.</p>	<p><b>M-A. Masse</b></p> <p><b>K. Buffitt</b></p> <p><b>K. Buffitt</b></p>

<p><b>5.5 (June 14, 2023) – Bill 96 (An Act respecting French, the official and common language of Québec)</b> – Mr. Masse sent information to Ms. Buffitt regarding the requirements for English-speaking students, which are not as restrictive as previously indicated. The new guidelines will be presented under item 5.5.</p> <p><b>4.1.1 – Transportation</b> – Ms. Landry contacted Mr. Éric Boucher, Director General of the Réseau du sport étudiant du Québec (RSEQ) de la Côte-Nord, regarding the type of bus used to transport CSSL students. She reports that all requirements are now met.</p> <p>Mr. Masse indicates that letters have been sent to various ministries concerning transportation issues on the Lower North Shore. All have replied that they understand the needs, but that money is not available.</p> <p><b>4.4 – Internet Back-Up</b> – Mr. Masse indicates that the Internet back-up should be operational.</p> <p><b>4.5 – Generator</b> – Mr. Masse confirms that there is a generator at Harrington School for Internet and minimum lighting. The purchase of a larger generator is planned as part of the Material Resources Service project. To be followed-up.</p> <p><b>4.6 – Student Assessments</b> – Teacher competency, training and turnover are discussed. Mr. Masse and Ms. Roux explain that hiring qualified teachers is not always feasible. It is indicated that several universities offer distance education programs.</p> <p>It is mentioned that standardization of evaluations should be prioritized by the school service centre.</p> <p><b>4.7 – CCQ</b> – It is indicated that additional information has been shared with teachers.</p> <p><b>4.9 – Homework Assistance Budget</b> – Ms. Hamel indicates that the school service centre has not made any changes to the Homework Assistance budget. She invites Ms. Jones to contact her school principal, who manages this budget locally.</p> <p><b>5.1.2 – Material Resources Service</b> – Mr. Masse indicates that frequent project delays make it difficult to present an estimated timetable for each project.</p> <p><b>5.1.3 – Information Technology Service</b> – Ms. Landry confirms that a laptop has been allocated to each Governing Board. She invites representatives to ensure follow-up with their principals.</p> <p><b>5.3 – Commitment-to-Success Plan 2023-2027</b> – Ms. Hamel indicates that Mozaïk-Portail should be working at École Gabriel-Dionne. She invites representatives to contact her if necessary. Ms. Marcoux mentions that not all teachers use the portal. Ms. Hamel indicates that it should be used by all teachers for attendance and report cards. She will ensure follow-up with the principal. Ms. Hamel suggests that parents ask their principals to add information to the portal.</p>	<p><b>Follow-up</b></p> <p><b>M-A. Masse</b></p> <p><b>G. Jones</b></p> <p><b>Representatives</b></p> <p><b>Ms. Hamel</b></p>
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<p><b>5.6 – Reference Guide for School Trips</b> – Ms. Hamel indicates that the guide has been updated. She invites representatives to contact her if further revisions are required.</p> <p><b>5.12 – Bilingualism on the Lower North Shore</b> – Ms. Hamel indicates that a second meeting was held on May 23, 2024. Various initiatives were discussed and will be worked on before the next meeting scheduled for September 2024.</p>	<p><b>Follow-up</b></p> <p><b>M. Hamel</b></p>
<p><b>4. Items Submitted by Representatives</b></p> <p><b>4.1 Sports Activities: Financial Report</b></p> <p>The item was submitted by the Harrington School representative, who is absent.</p> <p>A discussion follows on the collaboration between parents and teachers to ensure that CSSL students participate in events.</p> <p>Mr. Masse and Ms. Jones talk about the MRC agreement and the fact that a lot of time is invested in coordinating events. It is suggested that a financial report, detailing the amounts spent on sports, be prepared.</p> <p><b>4.2 School Daycare</b></p> <p>Ms. Jones would like information on the requirements for daycare attendance. She explains that, in the past, services could be organized when children were registered and parents paid the fees. This seems to have changed this year.</p> <p>Mr. Masse explains that a minimum of 6 full-time children is required to set-up a daycare. Ms. Jones points out that, in the past, it was possible for children to attend part-time.</p> <p>Mr. Masse asks Ms. Marie-Pier Rioux, Director of Financial Resources Service, to join the meeting to explain the guidelines of daycare services. Ms. Rioux explains that the rate for children attending daycare occasionally is \$ 3.05/hour. In addition, children must be enrolled at least 3 to 5 days a week and attend for at least 2 periods a day (morning-lunch, lunch-evening, morning-evening). Ms. Jones asks Ms. Rioux to send her the information by email. Mme Rioux will ensure follow-up before the end of the day.</p> <p><b>4.3 Sport-Études Program</b></p> <p>Ms. Buffitt would like to know if the school service centre has looked into measures related to the Sport-Études program. Mr. Masse explains that this program was considered a few years ago for track and field and volleyball. Unfortunately, its requirements make it impossible for the CSSL to implement this type of program.</p> <p>Mr. Masse talks about the implementation of a special pedagogical project (projet pédagogique particulier – PPP) at École St-Joseph in Port-Menier.</p>	<p><b>M-A. Masse</b></p> <p><b>M-P. Rioux</b></p>

5. Items Submitted by the CSSL	Follow-up
<p><b>5.1 Policy for the Maintaining or Closing of a School and the Modification of Certain Educational Services Provided in a School: Consultation</b></p> <p>Mr. Masse tables, for consultation, the <i>Policy for the Maintaining or Closing of a School and the Modification of Certain Educational Services Provided in a School</i>. Representatives are invited to send their comments to Ms. Boucher by June 15, 2024.</p>	<p><b>Representatives by June 15, 2024</b></p>
<p><b>5.2 School Transportation Policy: Consultation</b></p> <p>Ms. Landry tables, for consultation, the <i>School Transportation Policy</i>. She explains that the school service centre will allow transportation to a second address for students living in shared-custody situations. A section has been added for parental responsibilities. Representatives are invited to send their comments to Ms. Boucher by June 15, 2024.</p>	<p><b>Representatives by June 15, 2024</b></p>
<p><b>5.3 Representative on the LNS Advisory Group</b></p> <p>Ms. Boucher mentions that Ms. Buffitt's two-year term on the Lower North Shore Advisory Group has ended. Ms. Buffitt explains that this committee was set up following the government's decision to relocate the head office. As many parents will not be returning next year, the new representative will be appointed at the next Parents' Committee meeting on October 29, 2024. The next meeting of the LNS Advisory Group is scheduled for November 5, 2024.</p>	<p><b>G. Boucher Parents' Committee meeting on October 29, 2024</b></p>
<p><b>5.4 Recruitment</b></p> <p>Ms. Roux presents an update on recruitment for 2024-2025. She explains that a candidate had accepted the principal position in La Tabatière and Saint-Augustin but withdrew.</p> <p>Ms. Roux indicates that Mr. Benoit Dubé will be the new principal of St-Joseph and Gabriel-Dionne schools.</p> <p>Mr. Masse indicates that Mr. Paul Campanelli will be the new principal of St-Paul and Mountain Ridge schools. He adds that Ms. Nathalie Mathieu will be the new principal of Kegaska School, in addition to Netagamiou and Harrington schools.</p>	
<p><b>5.5 New College Guidelines for English-Language Sector: Presentation Mr. Jean-François Rodrigue, Guidance Counsellor</b></p> <p>Mr. Jean-François Rodrigue, Guidance Counsellor, joins the meeting to present the new college guidelines for English-speaking students in regards with Bill 96 (<i>An Act respecting French, the official and common language of Québec</i>).</p> <p>Mr. Rodrigue explains that videos on the CSSL Facebook page and the Educational Services YouTube page are available to help understand the changes. He invites parents to contact him for further information.</p>	

<p>Mr. Rodrigue reassures parents that the new bill does not target students who hold a certificate of eligibility. He stresses the importance of having this certificate so that English-speaking students are prioritized for access to post-secondary education in English. Ms. Hamel indicates that Ms. Mélanie Lavallée, School Organization Technician, ensures that all students have their eligibility certificate before they graduate. She invites parents to contact her for information concerning their children.</p> <p>As for the requirements for compulsory French courses, Mr. Rodrigue explains that two second-language courses were already mandatory to obtain a college diploma. Now, up to three additional French courses are mandatory. He adds that students must take a language exit exam to obtain their diploma. However, if students have their certificate of eligibility, they can take the exit exam in English.</p> <p>Ms. Boucher will forward the videos presented to all representatives in both languages.</p> <p><b>5.6 Material Resources Service Projects</b></p> <p>Mr. Masse tables the list of projects for 2024-2025 from Material Resources Service. Representatives are invited to contact the department if they have any questions.</p> <p><b>5.7 Overview of Educational Services Activities in 2023-2024</b></p> <p>Ms. Hamel tables the <i>Preliminary Report From Educational Services</i> and explains the priorities for 2023-2024. Ms. Buffitt congratulates the team on their work.</p> <p><b>5.8 Adult and Vocational Education Services Report</b></p> <p>Ms. Ana Osborne, Director of Centres, joins the meeting to presents an overview of Adult Education Services for 2023-2024. Mr. Masse points out that the Lower North Shore region has the second-lowest literacy rate in the province.</p> <p>Ms. Osborne will forward the report, in French and English, to representatives.</p> <p><b>5.9 2024-2025 School Calendar: Deposit</b></p> <p>Ms. Roux tables the final version of the 2024-2025 school calendar.</p> <p><b>5.10 2025-2026 School Calendar: Consultation</b></p> <p>Ms. Roux tables the 2025-2026 school calendar for consultation. Feedback from representatives is required by June 15, 2024. Principals and unions have already been consulted.</p> <p>Ms. Roux indicates that the 2025-2026 calendar should be available by December 2024.</p>	<p><b>Follow-up</b></p> <p><b>G. Boucher</b></p> <p><b>A. Osborne</b></p> <p><b>Representatives by June 15, 2024</b></p> <p><b>V. Roux by December 2024</b></p>
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