

Parents' Committee Meeting

Tuesday, October 29, 2024

Minutes of the Parents' Committee meeting held on October 29, 2024, by Teams

Present:

Érica Joncas	Chairperson and representing École Mgr-Scheffer
Ashley Roberts	First Vice-Chair and representing Mountain Ridge School
Cédric Kurt Fabroni	Second Vice-Chair and representing École St-Joseph
Samuel Monger	Representative - École Gabriel-Dionne
Shally Bateman	Representative - Mecatina School
Riita Strickland	Representative - Netagamiou School
Brittany Anderson	Representative - Kegaska School
Nancy Rémillard	Representative - Special Needs Advisory Committee

Absent:

Representatives from:	Harrington School
	St-Augustine School
	St-Paul School

For the Centre de services scolaire du Littoral:

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

MEETING – OCTOBER 29, 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 May 30, 2024, by Teams

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

4. Items Submitted by Representatives

- 4.1 Special Needs Advisory Committee (SNAC):
 - 4.1.1 PowerPoint Presentation
 - 4.1.2 CSSL Website Page
- 4.2 Other: _____

5. Items Submitted by CSSL

- 5.1 Role and Responsibilities of the Parents' Committee
- 5.2 Role and Responsibilities of Governing Board Members
- 5.3 Vocational Training Prerequisites and Post-Secondary Education: Presentation
(Ana Osborne joins the meeting at 10:30 a.m.)
- 5.4 Educational Services Activities in 2024-2025
- 5.5 Material Resources Service: List of Projects in 2024-2025
- 5.6 Lottery Scheme Rules

- 5.7 Representative on the LNS Advisory Group: Appointment
- 5.8 Student Ombudsman
- 5.9 Bill 19: An Act Respecting the Regulation of Work by Children
- 5.10 Financial Resources Service Report
- 5.11 Human Resources Service Report
- 5.12 Preventing Students from Dropping Out: MEQ's AI Solution
- 5.13 Bill 25: Act Respecting Access to Documents Held by Public Bodies and the Protection of Personal Information
- 5.14 Quebec-Wide Study on Family-School Communication
- 5.15 60% Reimbursement from the Sectorial Agreement
- 5.16 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>Mr. Masse chairs the meeting. He welcomes the members of the committee and declares the meeting open at 9:11 a.m.</p> <p>1.2 Introduction of members</p> <p>The members of the committee introduce themselves.</p>	
<p>2. Reading and Adoption of the Agenda</p> <p>The adoption of the agenda is proposed by Ms. Roberts and seconded by Ms. Joncas with the following additions:</p> <ul style="list-style-type: none"> 4.2 Access to Secondary 4 and 5 in Port-Menier 4.3 CCQ Program 4.4 Benefits for Employees Hired Locally 4.5 Sign in the Parking Lot 4.6 Staffing 4.7 Mountain Ridge School Playground 4.8 Uniforms 4.9 Route Pick-Up/Drop-Off 4.10 Emergency Fund <p>The agenda remains open.</p>	
<p>3. Meeting held on May 30, 2024, by Teams</p> <p>3.1 Reading and Adoption of the Minutes</p> <p>It is proposed by Ms. Bateman and seconded by Ms. Anderson 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 – Mr. Masse reminds parents that representations were made to various ministries. He adds that the MRC du Golfe-du-Saint-Laurent has hired Ms. Kimberly Buffitt to work on this file.</p> <p>5.3 (November 2, 2023) – Commitment-to-Success Plan 2023-2027 – Ms. Hamel has verified with principals regarding the use of Mozaïk-Portail by teachers. If training is needed, staff members are invited to contact their school principal.</p>	

<p>5.12 (November 2, 2023) – Bilingualism on the Lower North Shore – Ms. Hamel informs representatives that she is no longer sitting on the bilingualism committee. Ms. Ana Osborne, director of centre, Ms. Ashley Babin-Duguay, development agent, and Mr. Joël Vincent Cyr, librarian and pedagogical consultant, represent the CSSL. Invitations to the next meeting will be sent out soon. She invites representatives to forward to Ms. Osborne any initiatives they deem pertinent.</p> <p>Ms. Hamel mentions that Ms. Sarah Iris Foster, student life animator, is working on the 2nd edition of the Francofolies, which will be held, in French and in English, in May 2025.</p> <p>4.1 – Sports Activities: Financial Report – Mr. Masse indicates that the CSSL met with the MRC and Ms. Kimberly Buffitt to discuss the sectorial agreement.</p> <p>5.1 – Policy for the Maintaining or Closing of a School and the Modification of Certain Educational Services Provided in a School: Consultation – The policy was adopted and deposited on the CSSL website.</p> <p>5.2 – School Transportation Policy: Consultation – The policy was adopted and deposited on the CSSL website.</p> <p>5.5 – New College Guidelines for English-Language Sector: Presentation – Ms. Boucher will resend the links to the videos presented last year by the guidance counsellor, Mr. Jean-François Rodrigue.</p>	<p>Follow-up</p> <p>Representatives</p> <p>G. Boucher</p>
<p>4. Items Submitted by Representatives</p> <p>4.1 Special Needs Advisory Committee (SNAC)</p> <p>4.1.1 PowerPoint Presentation</p> <p>Ms. Rémillard presents a PowerPoint overview of the Special Needs Advisory Committee (SNAC), detailing its history, composition, and work. She emphasizes the committee's crucial role in advocating for children with special needs.</p> <p>Ms. Rémillard talks about the challenge of finding parents to sit on the committee each year, noting that many parents are either unaware of the committee or reluctant to participate. Ms. Joncas stresses the importance of parental participation and suggests promoting the committee on each school's Facebook page.</p> <p>4.1.2 CSSL Website Page</p> <p>Ms. Rémillard presents the SNAC page on the CSSL website, which includes the committee's mandate, action plan, minutes, and resources for parents.</p>	<p>M. Hamel</p>

<p>4.2 Access to Secondary 4 and 5 in 4-5 Port-Menier</p> <p>Mr. Fabroni inquires about the process for implementing Secondary 4 and 5 in Port-Menier.</p> <p>Mr. Masse explains that the Governing Board must send him a formal request, which he will evaluate in collaboration with Educational Services and Human Resources Service, taking into account financing and sustainability.</p> <p>Ms. Hamel adds that preparations for the 2025-2026 school year will soon begin, which is the ideal time to submit a request. She invites parents to consult the <i>Policy on Admission, Enrolment and Accessibility</i> available on the CSSL website.</p> <p>4.3 CCQ Program</p> <p>Ms. Joncas mentions that parents have many questions about the new Culture and Citizenship in Québec (CCQ) program.</p> <p>Ms. Hamel notes that training sessions were held last year, particularly in the French sector, to implement this new program. She adds that schools should have sent parents information letters prepared by Educational Services. It was also suggested that teachers keep parents informed of the content presented to students.</p> <p>Ms. Joncas mentions that teachers might be uncomfortable with some of these contents. Ms. Hamel indicates that needs and concerns should be shared with principals so that they, in collaboration with Educational Services, can provide support and training. Mr. Masse will ensure follow-up with school principals on this issue.</p> <p>Ms. Rémillard asks whether the special status of the school service centre has any impact on its curriculum obligations. Mr. Masse explains that the status of the CSSL is mainly linked to the two languages of instruction and the absence of a board of directors.</p> <p>4.4 Benefits for Employees Hired Locally</p> <p>Ms. Joncas talks about issues with hiring, recruitment and retention in governmental organizations. She inquires about changing the policy so that employees from the Lower North Shore have the same benefits at those hired outside the territory. Mr. Masse states that he has been working on this issue for many years. Regional disparities must be addressed at the national level and led by unions. He adds that they are reluctant to push this issue without losing other benefits.</p> <p>4.5 Sign in the Parking Lot</p> <p>Ms. Joncas indicates that the location of the École Mgr-Scheffer sign in the parking lot is problematic. Mr. Masse indicates that the sign will soon be replaced and that he will make sure that it is moved to a better location.</p>	<p>Follow-up</p> <p>Representatives</p> <p>M-A. Masse</p> <p>M-A. Masse</p>
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<p>4.6 Staffing</p> <p>Ms. Roberts is concerned about the absence of a specialist physical education teacher at Mountain Ridge School, pointing out the additional burden on teachers and the impact on the quality of service offered. Ms. Roux explains that, due to limited resources, schools do not always have the option of hiring additional teachers for specific subjects. Mr. Masse explains the process for determining the number of teachers needed in schools. He adds that a new principal with experience in physical education is available to support all physical education teachers.</p> <p>Ms. Roberts mentions the shortage of recreational technicians and its impact on student support. She also points out that Mountain Ridge School does not have a full-time secretary, creating challenges in managing school operations and communications with parents. Mr. Masse explains that recent budget cuts have forced schools to return to normal budget management, affecting the availability of additional positions and resources.</p> <p>Mr. Monger indicates that not enough hours are allocated to the secretary of École Gabriel-Dionne. Mr. Masse invites him to bring this issue to the school principal. Ms. Roux will contact Mr. Monger.</p> <p>Ms. Joncas requests information about the guidance counsellor position which is vacant. Ms. Roux indicates that the position has been posted since last spring. Ms. Hamel mentions that a guidance counsellor from the Cégep de Sept-Îles will travel to the territory to meet with students. Principals have been informed to contact Educational Services for any needs.</p> <p>Ms. Hamel indicates that in the absence of Ms. Kelly Fequet, social worker, Ms. Ashley Babin-Duguay is responsible for the anti-bullying and anti-violence plans, and the codes of conduct. Students needing to meet with a social worker were referred to health services. Mr. Masse adds that other CSSL resources will support school teams.</p> <p>4.7 Mountain Ridge School Playground</p> <p>Ms. Roberts expresses her concerns about the safety of the Mountain Ridge School playground, mentioning the need for upgrading and the hazards due to the current state of the equipment. Mr. Masse indicates that the school service centre is still awaiting a response from the ministry regarding the submitted project. Given the safety issues, Mr. Masse will ensure prompt follow-up with Material Resources Service.</p> <p>4.8 Uniforms</p> <p>Ms. Roberts would like information about uniforms for students participating in events. Mr. Masse indicates that a catalog was sent to parents last year. He invites her to contact Mr. Jesse Metcalf, recreational activities technician, for any questions.</p> <p>Mr. Masse mentions that a new name (the Coasters) and a new logo have been chosen for CSSL teams.</p>	<p>Follow-up</p> <p>V. Roux</p> <p>M-A. Masse</p>
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<p>4.9 Route Pick-Up/Drop-Off</p> <p>Ms. Roberts describes the issues with the parking and drop-off area at Mountain Ridge School. Mr. Masse will visit the school and work with the principal and Material Resources Service to identify potential solutions to improve the situation.</p> <p>4.10 Emergency Fund</p> <p>Ms. Strickland would like information regarding the Emergency Fund, which is managed by parents and is used to cover emergency travel expenses for students studying outside the territory. Ms. Joncas will contact Ms. Kayla Goudie, manager of the Caisse Populaire Desjardins in Blanc-Sablon, for more information. Ms. Boucher will then send a letter to the Caisse to confirm the names of the authorized signatories.</p>	<p>Follow-up</p> <p>M-A. Masse</p> <p>É. Joncas</p> <p>G. Boucher</p>
<p>5. Items Submitted by the CSSL</p> <p>5.1 Role and Responsibilities of the Parents' Committee</p> <p>Mr. Masse explains the role and responsibilities of the Parents' Committee, emphasizing the importance of parent involvement in school activities and decision-making. He adds that meetings are usually led by parents. An extract from the <i>Education Act</i> is tabled.</p> <p>Ms. Roux mentions the availability of training and support for parents through the Fédération des comités de parents du Québec (FCPQ) website. Mr. Masse adds that information is also available through the English Parents' Committee Association. He suggests that the Parents' Committee become a member of both organizations.</p> <p>5.2 Role and Responsibilities of Governing Board Members</p> <p>Mr. Masse tables an extract of the <i>Education Act</i> regarding the role and responsibilities of governing board members. He stresses the importance of respecting the law, such as sending the minutes of governing board meetings to the school service centre and holding a minimum of five meetings per year. He adds that governing board composition may be revised.</p> <p>5.3 Vocational Training Prerequisites and Post-Secondary Education: Presentation</p> <p>Ms. Osborne joins the meeting to provide information on vocational training programs (admission requirements, general education credits and training in the territory) which include secretary, accounting, daycare education and carpentry. These programs are offered in person and by distance, in French and English.</p> <p>Ms. Rémillard suggests organizing exploration days to motivate students and provide them with information about potential career paths, such as visiting mines or other workplaces. Ms. Osborne agrees with the idea.</p>	<p>É. Joncas</p> <p>M. Hamel</p>

	Follow-up
<p>5.11 Human Resources Service Report</p> <p>Ms. Roux tables the <i>Human Resources Service Report</i>, which provides an overview of recruitment and staff distribution.</p>	
<p>5.12 Preventing Students from Dropping Out: MEQ's AI Solution</p> <p>Mr. Masse talks about the MEQ's AI solution and the graduation and qualification dashboard. He highlights the CSSL graduation rate of 94.3% compared to the Quebec rate (84%) and the North Shore rate (77%).</p>	
<p>5.13 Bill 25: Act Respecting Access to Documents Held by Public Bodies and the Protection of Personal Information</p> <p>Ms. Roux talks about the risk of personal information being divulged and the measures being put in place at the CSSL to manage this, including a protected platform for document submission and SharePoint for internal information sharing. She adds that a committee is actively working on these measures and has implemented several initiatives to ensure compliance with Bill 25 (<i>Act Respecting Access to Documents Held by Public Bodies and the Protection of Personal Information</i>).</p>	
<p>5.14 Quebec-Wide Study on Family-School Communication</p> <p>Ms. Boucher shares the Quebec-wide study on family-school communication, aimed at parents of primary students. The study was sent to schools a few days ago to be shared with parents.</p>	
<p>5.15 60% Reimbursement from the Sectorial Agreement</p> <p>Mr. Masse explains the new procedure for purchasing airline tickets for sporting events. Parents must purchase them through Mr. Jesse Metcalf and will be reimbursed 60% from the <i>Regional Air Access Program – Component 1</i>. The sectorial agreement will reimburse 39% to parents, who will be responsible for the remaining 1%.</p> <p>Ms. Roberts is concerned that parents have to pay the full cost of the ticket and wait for a refund. Mr. Masse acknowledges this issue but explains that the ministry does not wish to change this process. It is suggested that the governing board advance the money to parents. An agreement between the parents and the governing board could be signed to ensure reimbursement. Mr. Masse adds that this process applies for RSEQ activities (volleyball, badminton and track and field) and does not include charters.</p> <p>Ms. Joncas would like information on the allocation of funds for the various sports. She mentions that last year, juvenile volleyball was funded, but not benjamin volleyball. She would like to know if the latter could be funded this year. Mr. Masse indicates that the sports committee decides on the allocation of funds.</p> <p>Mr. Masse talks about a possible partnership with the Camille-Marcoux Foundation. To be followed-up.</p>	<p>M-A. Masse</p>

A discussion follows on the possibility of fundraising for specific projects.	Follow-up
6. Business Arising No new points are added.	
7. Date and Organization of the Next Meeting The next meeting will be held on May 6, 2025. A survey will be sent to all members to decide if the meeting will be held in person or by TEAMS.	G. Boucher
8. Closure of the Meeting It is proposed by Ms. Roberts and seconded by Ms. Joncas that the meeting be adjourned at 4:56 p.m.	


 Marc-André Masse, Administrator


 Genevieve Boucher, Meeting Secretary