

Hadley Junior High School & Philemon Wright High School Governing Boards
Joint Meeting Agenda
Wednesday, June 9, 2021
5:30PM to 7:00PM

Hadley Junior High School GB Members:

Melinda Vallillee, Chair (parent)
Penny Colbourne, Secretary (parent)
Rachelle Lemire (parent)
Isabelle Richard (parent)
Erin Millar (professional)
Bess Forrestall (Teacher)
Sarah Acheson (teacher)
Kim Carlton, Parent Committee (parent)
Andrew Leach (teacher)
James Price (teacher)
Jen Christie (teacher)

Non-voting Members:

Dodie Payne, Principal
Correne Giles, Administrator
Kate Smith, Vice-Principal (non-voting)

Regrets:

Marty Olson, Vice-Chair (parent)

Absent without notice:

Abby Karos (professional)

Guests:

Letitia Taylor

Philemon Wright High School GB Members:

Erin Connell, Chair (Parent Committee Rep)
Sarah Cox, Vice-Chair (parent)
Siobhan Barr (parent)
Mike Avon (parent)
Nicholas Vincent (teacher)
Amanda Kemp (teacher)
Adam Leclair (teacher)
Ashley Smith (professional)
Anselme Nsoga (parent)
Britta Nielsen (parent)
Erin Gowriluk, Secretary (parent)
Cameron Swann (teacher)
Bronia Sussman (parent)

Regrets:

Steve Beketa (teacher)
Chastity Schiemann (Student Rep)

Absent without notice:

Emilie Giacomelli (support staff)
Amanda Barnes (professional)

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ITEM	REF	PRESENTER	TIME	ACTION
OPENING BUSINESS				
Call to Order	<i>Verbal</i>	Erin C.	2 min	Welcome & meeting guidelines
Roll Call	<i>Verbal</i>	Erin G.	2 min	Attendance
Agenda	<i>Emailed</i>	Erin C. & Melinda	2 min	Motion to approve the June 9, 2021 agenda: PWHS/20-21 #38: Adam Leclair, Sarah Acheson. All in favour. Carried HJHS/20-21 #35: Penny Colbourne, Kim Carleton. All in favour. Carried.
GB Minutes	<i>Emailed</i>	Erin C. & Melinda	2 min	Motion to approve the May 12, 2021 GB meeting minutes: PWHS/20-21 #39: Amanda Kent, Bronia Sussman. All in favour. Carried. HJHS/20-21 #36: Erin Millar, Sarah Acheson. All in favour. Carried
VOICE OF THE PUBLIC				
Voice of the Public	<i>Verbal</i>	Erin C.	10 min	No one in attendance
STANDING REPORTS				
School Council	<i>Verbal</i>	Dodie	5 min	No report
Parents Committee	<i>Verbal</i>	Kim & Erin C.	5 min	The Committee met on May 17. Agenda included a presentation by Mr. E on the recent purchase of outdoor recreation equipment that was funded by Parents Committee. Last meeting of the year scheduled for June 21.
SEAC	<i>Verbal</i>	L. Taylor (guest)	5 min	See included report
Students	<i>Verbal</i>	Chastity	5 min	No report. Chastity absent.
NEW BUSINESS				
COVID update & return to school	<i>Verbal</i>	Dodie	10 min	School region is moving into a yellow zone so mark restrictions have been lifted. Students no longer have to wear masks in class. Further clarification needed about mask requirements outside of the classroom.

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				Students and parents can plan for a return to “normal” next year with electives and extra-curricular activities.
Operational budget and grants	<i>Verbal</i>	Dodie	10 min	Due to covid-related spending, the school will be facing a deficit of \$51k. This is due in large part to an increased need for supervision. Sports have also contributed to the deficit as additional equipment was needed to ensure each school “bubble” had access.
School fees 2021-22	<i>Verbal</i>	Dodie	10 min	Supervision fees (to parents) for all grade levels have increased by \$5 as some covid-related measures will still be in place for the next school year. Motion to approve 2021/22 school fee schedule: PWHS/20-21 #40: Sarah Cox, Adam LeClair. All in favour. Carried. HJHS/20-21 #37: Bess Forestall, Isabelle Richard. All in favour. Carried.
Graduation	<i>Verbal</i>	Dodie	5 min	Because the school region has moved into the yellow zone, rules around graduation have changed significantly – a traditional graduation ceremony is now permitted but to a max. of 250 participants. Students and teachers alone will reach that number. Students will remain in their bubbles in their caps and gowns. A professional photographer will be onsite and parents can watch through videoconferencing. Prom is permitted after July 8th but teachers are on holidays by then and the maximum permitted number (250) will not allow for guests.
Summer school	<i>Verbal</i>	Dodie	5 min	Summer school will be at Hadley/PWHS Grade 7-9 will take place starting a week after school is over. Grade 10 + 11 will start the following week and both courses will last for two weeks. Information is available on the school website. The school will also be reaching

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				out to parents whose children will not pass a course.
THANK YOU!	<i>Verbal</i>	Erin & Melinda	5 min	Sarah Cox read a note of appreciation to teachers at Hadley and Philemon Wright from the Governing Board. Some parents on Governing Board are approaching the end of their two-year term on the board. Thanks also to those whose children are graduating grade 11 and will be leaving the school.
CLOSING				
Next Meeting: September	<i>Verbal</i>	Erin C.	1 min	AGA will be in September to nominate new parent members to both GBs
Adjournment	<i>Verbal</i>	Erin C. & Melinda	1 min	Motion: THAT the June 9, 2021 GB meeting be adjourned: PWHS/20-21 #41: Mike Avon, Sarah Cox. All in favour. Carried. HJHS/20-21 #38: Kim Carleton, Isabelle Richard. All in favour. Carried.

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NOTES ON THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING
June 9, 2021

The May 31, 2021 meeting of SEAC was a special meeting called to finish a final project, that is the Parent/Caregiver Toolkit for the IEP process, and to make plans for next year. The meeting opened with a moment of silence in remembrance of the children found in an unmarked grave at the Kamloops Residential School, along with their grieving families and communities.

The SEAC IEP Toolkit consists of a two-page guide with general information, a Checklist for Parents/Caregivers to be used at the start of the school year, and two inventories (one for parents/caregivers and one for older students). SEAC Committee members had been updated during the process of drafting the guide, so they were aware of some of the underlying principles we followed. They include: making the information readable at an elementary level (bearing in mind that adult illiteracy rates in QC are near 50% and that for others English is not their first language); starting from the basics (for the benefit of those new to the process and knowing that there has been little information accessible to parents in the system up to now); and addressing it to a broad audience (because older students may be leading their own IEP process and there are caregivers who are not parents, such as our Indigenous students who are sent to schools from up North and are staying with extended family). SEAC members made a few more suggestions and then approved the Kit unanimously. We received notification yesterday from the Director of Complementary Services that the Kit has gone out to school level administration with an expectation that it will be shared with their communities, in particular, with parents and caregivers whose students have IEPs. If you are one of those parents/caregivers and don't receive it soon, please do follow up with the Administration, the Director of Complementary Services or Melinda who is Chair of SEAC. Resource teachers will also receive the documents, and they will eventually be uploaded to the SEAC Resource page on the WQSB website. It is our hope that schools will want to make it available on their own websites. Based on feedback we receive this year, and in the Fall, we may be adding to the Kit in future.

Our committee then reviewed our significant accomplishments this year. The work undertaken this year has transformed expectations of what SEAC is capable of achieving and has certainly improved our visibility and reputation among the other special education/needs committees across the English school board network in Quebec. Here's the summary of what was accomplished related to SEAC's mission and goals since January of this school year:

In addition to creating an IEP Toolkit,

- we hosted our first event this year during Autism Awareness month;
- we created a Communications sub-committee, which managed to get information about SEAC and about learning resources for a variety of special needs onto the WQSB website;
- we did make recommendations* to the Resource Allocation Committee as usual this year, and as part of the process, we asked for and received a commitment from the

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Administration to give pertinent feedback about how our recommendations were reflected in the Board's financial and human resources decisions (i.e., what difference did they make?);

- also, the Director General himself came to respond to our suggestions and to brief us on RAC initiatives, including the fact that the RAC will now move forward to establish an improved process to seek recommendations from SEAC and other committees/advisory groups; according to the Director General, the RAC will look for opportunities and periods of time when recommendations are most critical (for example, new funding from the Ministry, decision making time periods, etc.);
- the issue of bullying and violence involving students with special needs was raised at the Council of Commissioners, which prompted the Administration to commit to start changing the way schools and the Ombudsman document cases of bullying (e.g., recording if a special needs student was involved, so those cases can be counted and reported on);
- we succeeded in convincing the Board Administration that SEAC should have a role in the complaints process related to the implementation of IEPs for individual students; a motion was passed asking the Director of Complementary Services to put the need to revise the Complaint Procedure forward to Council;
- and SEAC completed our internal rules of procedure.

Finally, in our last meeting, SEAC committed to convene in September to finalize plans to open one of the Fall meetings to the public. We plan to invite interested persons and have a presentation on IEPs that will go into more practical detail about the process and the role that parents/caregivers and students should play in it. In addition to representatives of the Administration, we hope to include resource and classroom teachers, as well as a parent voice. In the Spring of 2022, we hope to be able to hold another event focused on school transitions for students with special needs. We are looking forward to communicating all about these upcoming events and future accomplishments through SEAC's own website, scheduled to be approved and launched in the Fall.

Thank you for your attention to these reports throughout the year. I hope they have been informative and that members of Governing Board have felt equipped to share what has been happening on SEAC with others in the school community.

Respectfully submitted,
Letitia Taylor
EHDA Parent Commissioner WQSB