



QAPPD Members meeting

Notes

Date: Friday September 22nd, 2023

Time: 8:30- 9:00 – networking & 9:00 meeting starts

Location: [Le Challenger](#) 2525 Rue des Nations, Saint-Laurent, QC H4R 3C8 Phone : (514) 337-7160

Google doc QAPPD ATTENDANCE: follow link and enter your information:

[QAPPD Members meetings attendance sign up sheet - Google Sheets](#)

Attendees: see Google doc 37 present for morning meeting

Notes

- 1. Welcome back – Hallie, President of the QAPPD** welcomed all members back and shared that we are a group of Directors that are here to support each other, a safe space for exchanges and offer workshops and information that can assist us all in our work as Directors. To support our members the calendar of meetings will now include the summer months as well.
(website information tabled and to be shared at a later meeting)

- 2. Approval of agenda**

- No additions to the agenda

- 3. Round table introductions / concerns / summer highlights**

- All attendees introduced themselves and some members shared highlights, challenges or ideas that they have for support they may need for workshops.
- Some topics that were mentioned: special needs, learning more about applying for government subsidies for PFI projects.
- It was mentioned that CV's that are sent out from the QAPPD based on members referrals is the responsibility of the center afterwards if they contact them for work.

- 4. Calendar of Events 2023-2024 review**

Review Upcoming events - plan from Sept – Dec. 2023

- a. Registration forms are required by deadline**

- JTR coaching – This pm, Nov. 15, Jan. 17 (refer to calendar): first workshop is included for the afternoon today September 22nd.
- Board orientation – Oct. 18 – via Zoom: given by Madelena and registration will be resent by email. Stella shared some details.
- Fall Educator conference – Oct. 13 – Martin Liberio: Stella shared the information. The registration forms will be sent out again as a reminder and registration deadline is Sept 29th.
- Loi 25 – Privacy Law – Oct. 25 – handouts – internal work session (Sara & Hallie): October Sara and Hallie will be sharing a go to guide with information on how to prepare your policy and requirements.
- **TABLED to OCTOBER meeting** : CNESST - Santé et sécurité au travail – internal work session (Athina and Sara)

5. Gov't / MF news and updates

b. Budget rules 2023-2024

- January 1st 2024: Parent fees are going up to \$9.10
- Subsidies for children 18-47 months - \$50.77/day
- Subsidies for children 4 years \$33.83/day
- Handicap subsidies can be shared amongst children

c. Handicap children / measure exceptionnelle

- Hallie now sits on a
- Be specific about the hours, the physical, verbal, emotional challenges
- Deadline: July 15-October 15th for children who already have a handicap file started. Even if the deadline passes, do not let this stop you it will take longer to be processed.
- Be specific with what type of support you are asking for and the need of the child.
- For example: you can ask for a shadow, extra hours, specialist support
- Sending information, they use a scoring system to evaluate the severity of the child handicap.
- The handicap must be persistent and significant (information is included in the professional report of the measure exceptionnelle)
- Safety issues and concerns are also important to include in your report
- Write the Educators needs, i.e. dressing, walking the child with a shadow due to the child not being able to follow regular daycare routines.
- The subsidy if accepted is retro-active to the date of application of the measure exceptionnelle.
- If needs become more, you can update your needs i.e. from 2 hours extra per day of shadowing to 5 hours per day.
- On Clic Secur: there is a section called TOPS where you can register and indicate the information to begin to receive the handicap subsidy.
- Children on the spectrum or have other special needs that are safety needs – it is important to keep a log of issues/situation, concerns and times that can bring a risk to themselves, others or educators.
- For materials: feeding tube, wheelchair, ramps, etc. you can make requests in your measure exceptionnelle.
- The amount may come in a lump sum in subsidy however it doesn't consider the hours of the support needed and salary that may be more than the subsidy you receive.
- We are allowed to meet with the family and explain that we don't have enough funds for the number of hours needed.
- Expulsion, can be considered in the case of the needs are too extensive and the CPE cannot provide the care needed. A file to back up the reasons will need to be developed.
- The MF will also consider the hours/subsidy money you receive for the regular handicap subsidy.
- The subsidies you receive is managed by the Center and you can make the decision as to where to allocate the support needed.
- Parents can arrange with the support person for extra support however CPE cannot ask parents to pay extra.

d. DG salary scales - June subsidy

- Hallie shares information on how to calculate DG and Assistant DG retros.
- Gives examples of calculations and explains the deductions at source and taxes amounts 13.01%
- Resolution is needed to apply retros and salary adjustments according to subsidies calculations.

e. Loi 25 - Privacy Law - Provincial Gov't

- Lisa Gallagher and Hallie shared information on the law regarding a privacy act of personal information. As of September 22nd 2023, we need to adopt a policy that includes how your CPE/Center keeps, destroys and plan on how you share information with the government etc. the personal information of your employees and families.
- Any information that identifies a person should be considered for this policy.
- A resolution is not needed for this policy. This is a stand-alone policy that must be shared with your community, example either in paper form or on your website. The parent registration or hire package of an employee must have access to this policy. Recommendation from AQCPE, is as DG it is our responsibility to manage this information.
- Appointing a privacy officer, can be DG or Assistant in the office.
- Information from suppliers, they must be informed of the policy and it is available in paper form or on your website.

f. New MF waiting list – draft regulation

- The waiting list of each Center, we are allowed to create our own waiting list
- Ranking has been established by government 1-5 i.e. date of application, date of birth, affiliation to workplace, study priority, community priority, etc.
- The government has set deadlines, and requires parents to provide information on their child.
- The document provided by the government gives the details and was sent to us by email on Wednesday September 20th.
- Administrator refers to la place 0-5ans.
- Multiple installation has its own waiting list.
- Client pool is for non CPE'S
- Official waiting list is with CPE's
- November, is when the new rules for waiting list will be applied.
- According to AQCPE, the website la place 0-5ans will be ready for January 2024.
- Hallie shared in detail information regarding the upcoming rules that will take effect.

Lunch 12-1pm

8) Afternoon workshop: 1:00-4:00pm with JTR Coaching Presenters: Julien Cote and Robert Claveau

Topic: Communication/Conflict resolution.

Openness to others, to know more about your way of communicating and those of others, to obtain positive exchanges.

- Presentations of the 4 personality types.
- Identification of participants in the 4 groups.
- To do or to avoid depending on whom we work with.

Know the stages of conflict resolution and be more autonomous in the process (express your needs and listen to others to reach a win/win agreement).

- Steps for conflict resolution.
- Presentation of a policy.
- Practical exercise.

VISION STATEMENT

We envision a community of childcare professionals that is empowered to achieve excellence in delivering quality service.

MISSION STATEMENT

The QAPPD is committed to providing support, professional development, and resources to its members through opportunities that guarantee the integrity of the association's dedication to helping childcare professionals, achieve their highest potential.

www.qappd.com