

**St. John Fisher Elementary – Junior Campus
Governing Board Minutes October 3rd, 2012
7:04 – 8:43 PM
Room 16**

Type of meeting: Governing Board – Regular 2012-13 #2

Participants:

Parents: Josie Campisi, Christina Forest, Marie Maguigad, Allison Saunders, Julie Smith

Teachers: Lyne Bérubé, Martine Létourneau, Yolanda Galvez

Support Staff: Ruta Krauza

Principals: Sylvie Martin

Commissioner:

Community Rep:

Visitor(s):

Absent:

Regrets: Sue de Graff

2.1 Call to order & Welcome

Julie Smith called the meeting to order at 7:05 PM.

2.1.2 Adoption of Agenda

12-13-10 It was moved by Ruta Krauza, seconded by Martine Létourneau, that the agenda be approved as presented. The motion was carried unanimously.

2.1.3 Adoption of the Minutes of September 12th, 2012

12-13-11 It was moved by Allison Saunders, seconded by Josie Campisi that the minutes of September 12th be approved as presented. The motion was carried unanimously.

2.2 Questions from the Public

There were no questions from the public.

2.3 Business Arising

2.3.1 Parking sign in the bus loop

Sylvie Martin has been in communication with the appropriate authorities regarding the ticketing in the circle. As the circle is on the school's property any ticket issued could be easily contested. The traffic light at the crosswalk will not go in this year as had previously been discussed. Parking in the staff parking area by volunteers is ok, but only after morning classes have started.

2.3.2 Community Reps

Yolanda Galvez approached Rev. Scott Hunter to sit on the St. John Fisher Junior Campus Governing Board as a community representative. He will consider whether to sit at the Senior or Junior Campus GB. It was mentioned that often the position is not filled, as it is not a voting position and cannot be a person who works at the school or a person who has children who attend the school.

2.3.3 PELO updates

Sylvie Martin provided an update on the PELO program. Two teachers have been selected, one each for the Junior and Senior campuses. Classes will run from October 22nd to April 8th and will take place Mondays at Junior and Wednesdays at Senior. If someone would like to propose that another language be considered, the request should be submitted by a parent to the school in April and there needs to be at least 16-20 students interested in participating with a majority of the students in the group identifying as part of the heritage of the language being proposed. A question was raised as to whether the school holds a multicultural week. It was mentioned that there is an Intercultural advisory committee at the School Board, and MELS does celebrate intercultural week every year at end Fed/March.

2.3.4 Commissioner's Invite to GB Meetings/Motion Julie

12-13-12 It was moved by Ruta Krauza, seconded by Christina Forest that that Mr. Linton Garner, the commissioner for our ward, is invited to attend all GB meetings for the 2012-13 school year. The motion was carried unanimously.

2.4 New Business

2.4.1 Rental to confirm approval

One item was approved by email:

Canoe Club would like to rent our gym for Saturday night September 29 in the evening for a gala.

12-13-13 It was moved by Julie Smith, seconded by Christina Forest to ratify the email votes to approve the gym rental as presented by Sylvie Martin. The motion was carried unanimously.

2.4.2 Vice-Chair Election

12-13-14 It was moved by Julie Smith, seconded by Martine Létourneau that Josie Campisi be nominated to the position of GB vice-chair. Josie accepted the nomination. The motion was carried unanimously.

2.4.3 Pearson Educational Foundation

Sylvie Martin advised of the opportunity to request grants from the Pearson Educational Foundation (PEF). The application submitted to PEF last year for IPADs was not accepted, but our Home and School did support the request. Julie Smith received a letter regarding this grant opportunity encouraging our school to participate again. The school intends to submit a request again this year, and the request will have to be approved by the GB. The annual PEF fundraiser for this foundation will be taking place November 8th at the Sheraton Montreal Airport, and will consist of a cocktail hour and meal. The goal is to raise \$60,000, and all funds raised will be earmarked to go back to the schools. This event is open to all in the community and will be posted to the school website to inform parents.

2.4.4 GB Income statement

Sylvie Martin advised that the GB income statement comes directly from the school board. The GB is funded based on the school's enrollment. Last year, the available funds were allocated for babysitting and the year end reception. The Funds are provided for the operation of the GB and are not intended for donating to charities, to student recognition, school activities or events. If funds are requested, a receipt is required. There is currently no formal procedure for submitting receipts. It was suggested that the GB could invite a guest speaker to address/educate the GB, but that all parents could be invited to attend.

12-13-15 It was moved by Josie Campisi seconded by Allison Saunders that the income statement be approved. The motion was carried unanimously.

2.4.5 Enrollment Criteria Consultation

Julie Smith received the enrollment criteria from Maître Remi Poliquin. Changes are minimal. There was no comment from our GB.

2.4.6 **Communication between home and school**

Christina Forest observed that communication between the school and parents comes in a variety of ways but information is not always posted to the school website and messages are often lost between school and home and within the home. An update will be added to the school newsletter to advise parents to consult the Updates section of the website, where new postings throughout the website are consolidated.

It was suggested that Allison Saunders discuss with Mike Vallee about potential updates to the school website and explore social media and improve branding and promoting the St. John Fisher schools. The school website is subcontracted to a webmaster and synchronization is needed with appropriate individuals at the school board for conformance to certain guidelines to respect security.

2.5 **Field Trips**

2.5.1 **Junior Campus**

12-13-16 *It was moved by Allison Saunders, seconded by Christina Forest that all field trips within walking distance be approved for the 2012-2013 school year. The motion was carried unanimously.*

2.6 **Reports**

2.6.1 **Parents' Committee Report Allison**

The first Regional Parents' Committee meeting is next Thursday, October 11th. Allison Saunders (Parent Representative) and Christina Forest (Alternate) met with Sandra Gesualdi (last year's Parent Representative) for some basic knowledge transfer. She suggested exploring whether or not a generic email address could be setup for parents to be able to contact the parent representative.

2.6.2 **Council of Commissioners' Notes**

The notes have not yet been received. Sadly, Commissioner Connie Held from district 10 recently passed away. Marc Lalonde has been appointed as a commissioner and will move from his editorial desk position at a local newspaper to the sales team to avoid conflict of interest.

2.6.3 **Home & School Report Christina**

Christina Forest presented the Home & School Report, see Annex 1.

2.6.4 **Teachers' Report Sue**

Martine Létourneau presented the Teachers' Report, see Annex 2.

2.6.5 **Daycare Report**

Ruta Krauza presented the Daycare Report, see Annex 3.

2.6.6 **Principal's Report Sylvie**

Sylvie Martin presented the Principal's Report, see Annex 4.

2.7 **Questions from the Public**

There were no questions from the public.

2.8 **Correspondence**

The GB received correspondence re: distribution of money boxes for Halloween collection in support of another organization but the Home and School Association has already agreed to coordinate the one from The Montreal Children's Hospital.

2.9 **Varia**

It was suggested by Christina Forest that some monthly meetings be skipped on alternating months with the Senior school to allow parents with students at both campuses to be able to attend both meeting without having to attend two meetings in one month. But there will be material to cover for November so the meeting will go as planned. December meeting might be combined with the Sr GB.

Julie Smith will prepare a blurb for the newsletter that will include the GB member names and roles on the GB.

1.6 **Adjournment**

12-13-17 At 8:43 PM, it was moved by Christina Forest, seconded by Ruta Krauza, that the meeting be adjourned. The motion was carried unanimously.

Next meeting: Wednesday, November 7th, 2012

Respectfully submitted,

Christina Forest
/CF

Attachments (4)