

**St. John Fisher Elementary – Junior Campus
Governing Board Minutes October 2nd, 2013
7:04 – 8:57 PM
Room 16**

Type of meeting: Governing Board – Regular 2013-14 #1

Participants:

Parents: Josie Campisi, Balgovind Pande, Marie Maguigad, Allison Saunders, Julie Smith,

Teachers: Lyne Bérubé, Sue de Graff, Martine Létourneau,

Support Staff: Ruta Krauza

Principals: Sylvie Martin

Commissioner: Linton Garner

Community Rep:

Visitor(s):

Absent:

Regrets: Yolanda Galvez

1.1 CALL TO ORDER & WELCOME

Sylvie Martin called the meeting to order at 7:08 PM. Our Commissioner Mr. Linton Garner requested to present his report 1st, as he had another meeting to attend. It was granted. No written report was submitted, as is customary, however the following is a brief summary of what was presented:

- The new format of the upcoming School Board Commissioners' Election was discussed, where the number of commissioners will be cut by 50%. Despite the cuts, student representation will not be affected.
- The commissioner also commented on the Quebec Government demanding the school boards to cut taxes. This will not affect the Lester B. Pearson School Board as the LBPSB tax rate did not increase.
- The commissioner also discussed LBPSB enrollment numbers for the 2013-2014 academic year.

1.2 **ADOPTION OF AGENDA**

13-14-01 *It was moved by Ruta Krauza, seconded by Lyne Bérubé, that the agenda be approved as presented. Carried unanimously.*

1.2.1 **Election of Governing Board (GB) Chair**

13-14-02 *It was moved by Balgovind Pande, seconded by Marie Maguigad, that Julie Smith be nominated to the position of GB chair. Julie Smith accepted the nomination. Carried unanimously.*

1.2.2 **Election of GB Secretary**

13-14-03 *It was moved by Marie Maguigad, seconded by Julie Smith that Josie Campisi be nominated to the position of GB secretary. Josie Campisi accepted the nomination. Carried unanimously.*

1.2.3 **Election of Vice-Chair**

13-14-04 *It was moved by Julie Smith and seconded by Allison Saunders that Balgovind Pande be nominated to the position of Vice-Chair. Balgovind Pande accepted the nomination. Carried unanimously.*

1.2.4 **GB Internal Rules of Management**

There was a discussion on whether the section of the Internal Rules which refers to Conflict of Interest (Art. 70 of the Education Act) needs to be adopted as a separate resolution. Pending Balgovind Pande looking into this issue, the following motion was presented:

13-14-05 *It was moved by Ruta Krauza and seconded by Martine Létourneau that the Internal Rules of management be adopted. Carried unanimously.*

1.2.5 **Daycare Parents' Committee**

To date, no one has approached Ruta Krauza, Daycare Coordinator, requesting that a Daycare Parents' Committee be created.

13-14-06 *It was therefore moved by Sue de Graff and seconded by Balgovind Pande that a Daycare Parents' Committee not be formed at St. John Fisher Junior. Motion carried; 1 abstention.*

1.2.6 Community Reps

The board members were invited to approach potential candidates to fill the position of Community representative.

1.2.7 Commissioner's Invite to GB Meetings

13-14-07 It was moved by Sue de Graff and seconded by Balgovind Pande that an invitation be extended to Commissioner Linton Garner to attend all St. John Fisher Junior Governing Board meetings and that this be done through an email sent by Sylvie Martin, principal. Carried unanimously.

1.2.8 Rentals (2013-2014)

There were two rental approvals done by email:

- Pointe-Claire Canoe Club requested rental of gym for their gala on Oct. 26.
- A volleyball group requested use of the gym every Tuesday, from 7:30 to 9:30pm. There were no scheduling conflicts for these requests.

13-14-08 It was moved by Ruta Krauza, seconded by Julie Smith to ratify the email votes to approve the gym rental as presented by Sylvie Martin. Carried unanimously.

1.2.9 Fieldtrips

There were 2 fieldtrips approved previously by email:

- Grade 1: A visit to Intermiel in St-Benoit de Mirabel on Oct 9th, 2013. All day activity, Bussing and activities for 24\$ per student , 89 students /9 adults.
- Kindergarten: A visit at school for a 30 minute workshop (October 9) on circus moves. And a visit the next day to Stewart Hall for a 40 minute representation of the Show: Le Pique-Nique. 16\$ per student for bussing, workshop and Play. 88 students / 10 adults for the field trip portion. (October 10)

13-14-09 It was moved by Ruta Krauza, seconded by Martine Létourneau to ratify the email votes to approve the fieldtrips as presented by Sylvie Martin. Carried unanimously.

There were two new fieldtrips presented for approval:

- Grade 2: a visit to Les Jardins Botaniques by bus on Oct. 28th, 2013. Cost is 14\$/ student with a ratio of 1:7.
- Two students chosen to participate in the Student Peace Summit on Oct. 17 from 8:45am to 12:30pm at the School Board, to be driven there by car by either the principal, Sylvie Martin, or the parents. No cost associated and consent requested from the students' parents.

13-14-10 It was moved by Marie, seconded by Ruta Krauza to approve the fieldtrips as presented by Sylvie Martin. Carried unanimously.

1.2.10 Fieldtrips in the surrounding neighborhood (walking distance)

13-14-11 It was moved by Lyne Bérubé and seconded by Allison Saunders to approve any outing within a 1 to 1.5km radius of St. John Fisher Junior School. Carried unanimously.

1.2.11 PELO Program (Jr. and Sr.)

Due to a delay in approving the grant money that funds the PELO program which comes through the Canada-Quebec Entente, Sylvie Martin explained that the PELO program would not start this fall. These funds remain in limbo until an agreement with the Quebec Treasury Board has been signed. This is not scheduled to take place before at least December and therefore, pending its availability, both the PELO and Francisation programs would only likely start in the new year and run for a shortened period, that is 10 – 12 weeks.

1.2.12 GB Income Statement

Last year's budget was 312\$ with a balance from previous years of 367\$ for a total of 679\$, with 391\$ used to pay for expenses, leaving a balance of 287\$, which is not carried over. The available funds were allocated for babysitting and the receptions. The budget for Governing Board is determined by the School Board and for the 2013-14 academic year, it is 312\$. The GB is funded based on the school's enrollment. 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.

13-14-12 It was moved by Lyne Bérubé and seconded by Allison Saunders to approve the GB income statement. Carried unanimously.

1.3 REPORTS

1.3.1 Regional Parents' Committee

Allison Saunders reported the RPC. See Annex 1.

1.3.2 H&S Liaison

There is no specific liaison from GB on H&S. Julie Smith proposed if any GB member attends a H&S meeting, that they report back to GB regarding what was discussed. Sylvie Martin was able to report about the first H&S meeting. It was well attended as it followed the Kindergarten parents' meeting, which provided the perfect opportunity to recruit volunteers from the new pool of parents.

Several parents stepped in to volunteer to organize such things as the pizza/subway lunches, etc. Also, more than 100 tickets had already been sold for the Shin Dig and Silent Auction.

1.3.3 Daycare's

Ruta Krauza presented the Daycare Report, see Annex 2.

1.3.4 Council of Commisioners' Minutes

The notes have not been received for September. Refer to Section 1.1 for the Commissioner's comments.

1.3.5 Teachers'

Martine Létourneau presented the Teacher's report, see Annex 3.

1.3.6 Principal's

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

1.4 QUESTIONS FROM THE PUBLIC

There were no questions from the public.

1.5 CORRESPONDENCE

There was no correspondence.

1.6 ADJOURNMENT

13-14-13 *At 8.56PM, it was moved by Martine Létourneau, seconded by Josie Campisi, that the meeting be adjourned. The motion was carried unanimously.*

Next meeting: Wednesday, November 6th, 2013

Respectfully submitted,

Josie Campisi
/JC

ANNEX 1

**Region 3 Parents' Committee | 2013-
Report for October 1st, 2013 | 2014**

This first meeting of the Regional Parents' Committees served as the Annual General Meeting for the Parent's committee and was held at the LBPSB (1925 Brookdale avenue)

This meeting was mostly administrative in nature.

There was an explanation of roles/responsibilities for the members of the committee and the various sub-committees one can join or be elected to.

A brief presentation of the Pearson Educational Foundation was given. An explanation of what they do, how they do it, where the money comes from and how the money they collect is distributed. A list of schools and the grants they received last year was circulated at this meeting. The deadline to apply for a grant from PEF is in November. All are encouraged to apply.

Region 3 committee met briefly to take care of internal business (30 minutes). We failed at this time to elect a Chair and tabled it for our next meeting. A parent rep volunteered to be secretary.

Elementary Network committee met briefly to discuss what to expect this year and to name a chair. Bobbi Brown (Region 3 – Westpark) was elected. It was also decided that the format of Region/Network meetings would change this year. We will now alternate between the two committees. Region meetings will take place one month while the network meetings will now take place on the alternative month. Meeting dates are as follows:

Elementary Network meetings	Region 3 meetings
November 19, 2013	December 12, 2013
January 16, 2014	February 20, 2014
March 20, 2014	April 17, 2014
May 15, 2014	June 12, 2014

All regions and networks reconvened in order to elect the voting members for the following:

- Transportation Advisory voting member (1)
- Intercultural Advisory voting members (2)
- EPCA Director (1)*
- EPCA Delegates (2)*

*(voted in a new director and new delegates. Change in leadership/vision from 2012-2013)

There was also a reminder that place is available at the "Great Minds Don't Think Alike" workshop October 19th or 20th

There was also a mention of the spring workshop to be held at Lindsay Place on Saturday February 8th 9am – 1pm "Girl's Date Out" is an event that will include speakers on topics related to women, Do it yourself workshops, yoga & Zumba classes, and Health & Beauty tips and tricks. Registration will open January 2014.

ANNEX 2 : Daycare: Information given to Governing Board on October 2nd, 2013

- **Extra curricular activities** – forms went home on Wednesday, September 18th
The company Educ-Action is running the activities this year with two sessions, one now and one in the winter. CSEP was no longer able to spend the required time on organizing these activities. The change in provider has meant an increase in cost to parents but there will be a staff member from Educ Action on the premises every day to ensure that the activities run smoothly.

Activities of 8 weeks or more qualify for an Income Tax Receipt.

Activities will be starting on Tuesday, October 15th, 2013

- Our **ped day** on Friday, September 20th was an awesome hit. Pat Benitar brought his Reptilian pets and everyone had a grand time during the hands on presentations. 87 students attended.

Fee charged to parents:	\$15.00
Actual cost:	\$16.03
Savings to parents:	\$ 1.03

- **Online payments** are an option for parents this year and so far I have heard nothing but favorable comments.
- Our **next ped day**, Friday, October 4th we have hired Nous les Arts to come in and do a 3 hour activity for 90 children. I chose Recycled Monsters as the theme and the children will be kept busy learning about recycling, doing some artwork and getting active. 94 students registered to attend.

Fee charged to parents:	\$15.00
Actual cost:	\$22.00
Savings to parents:	\$ 7.00

- We have already arranged to have Dynamix come in get rid of some sugar highs for our November 1st ped day. Forms will be going home in the next week or two.

Fee charged to parents:	\$15.00
Actual cost:	\$20.80
Savings to parents:	\$ 4.20

- Our numbers for **funding purposes** are currently at 167 registered students in Regular Daycare and 6 Sporadic students who either attend lunch or lunch & daycare.

ANNEX 3

Teachers' Report October 2nd, 2013

- Teachers chose an animal to represent their class the first day of school. This group identification helped the children feel more welcomed. It later helped build a sense of belonging as some teachers used that same animal/theme to start off the year and will use it throughout the year.
- Warm thanks for the H&S treats teachers received at the beginning of the school year. It is a very busy time of the year for parents and teachers alike and it was much appreciated!
- Curriculum Night was very early in the year on September 3rd, but it helped parents, teachers and students start the year on the right foot as questions and concerns could be addressed right away.
- Mme Bourassa has a student teacher, Laurie-Ann Rapattoni, who started her stage during the pedagogical days in August. She will be with us at St. John Fisher Jr. until early December.
- To move forward with our zero-waste policy, our students are encouraged to dispose of their waste in four distinct bins placed in each classroom: compost, recycling, hand paper basket and traditional garbage can.
- Our peaceful school population has already earned an extra recess for filling up the peace sign with clothespins. Miss Sue is currently reviewing our conflict resolution strategies with the grade one and two students.

ANNEX 4: PRINCIPAL'S REPORT

- Great Kindergarten entry. We have 88 students; Gr. 6 students bodied with K's (bus/daycare) daily to help for the first week
- Our student population is presently at 291, with 14 homerooms
 - 89 students in Grade 1
 - 14/7 in grade 1/2
 - 93 students in Grade 2
- 'Meet the Teacher' evening was successful; we had a full gym, it was quite impressive.
- Assembly by grade level during the first week to review rules,
- The school nurse reviewed the Epipen/ Allerject protocol with the staff; (we have over 10 students with Epipen this year)
- Ped Day on the 20 was for teachers to work on the students' IEP
- Ped Day this week is for teachers workshops
- Attendance day was be September 30-8 absent
- Interim report going home on October 11.
- Filling up of our 1st peace sign –we had a reward on Thursday Sept 19th
- Newsletter sent home Monday. Only 3-4 families without emails.
- Fire drills up to 4 already: 2 regular, 1 in daycare, 1 with the fire dept. all in acceptable time.
- Mme Royal is on a long term absence. Mme Elizabeth Alloul is replacing her. We had a second meet the teacher event last Thursday for the parents.
- June Extra-Ped. day on June 23 instead of a school day. June 20 will be the last full day of school.