

**St. John Fisher Elementary – Junior Campus  
Governing Board Minutes - 2015/11/03  
7:05 – 8:15 PM  
Junior Campus - Room 10**

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**Type of meeting: Governing Board – Regular 2015-16 #2**

**Participants:**

Parents: Carole Choiniere, Julie Smith, Marie Maguigad

Teachers: Ann Hunter, Sue De Graff, Martine Létourneau, Nadine Émond in lieu of Sylvie Corbeil

Support Staff: Ruta Krauza

Principal: Sylvie Martin

Commissioner: Absent

Community Rep: Vacant

Visitor(s): None

Absent: Amanda Roberts

Regrets: Martin O’Connell, Sylvie Corbeil, Noel Burke, Sandra Gesualdi

**AGENDA TOPICS**

**2.1.1 Call to Order & Welcome**

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

**2.1.2 Adoption of the Agenda**

**15-16-12** *After discussion and amendments to the agenda including numbering changes and new items, motion duly proposed by Ruta Krauza and seconded by Sue De Graff, the modified agenda was approved unanimously.*

**2.1.3 Adoption of the October 7<sup>th</sup>, 2015 minutes**

**15-16-13** *After discussion and amendments to the minutes including explanation of motions and header changes, motion duly proposed by Martine Létourneau and seconded by Marie Maguigad, the modified minutes were approved unanimously.*

## **2.2 QUESTIONS FROM THE PUBLIC**

No members of the public were present at the meeting.

## **2.3 BUSINESS ARISING**

### **2.3.1 Major School Change**

Julie Smith stated that over 300 replies were received regarding the MSC brief. These replies included parents and staff. The final brief was submitted to the school board and is available for consultation on the LBPSB website:

<http://www.lbpsb.qc.ca/eng/msc2015/indexV2.asp>. Three hearing nights will take place in November 2015.

### **2.3.2 PELO Program**

Sylvie Martin informed the GB that there is currently no teacher available to teach this program and no parents have requested the program.

### **2.3.3 Community Reps**

No candidates have expressed interest at this time. The position will remain open.

## **2.4 NEW BUSINESS**

### **2.4.1 Enrolment Criteria Consultation**

After consultation of the documents by GB members, no comments were brought forth. Julie Smith proposes to send an email to the LBPSB stating that SJF Jr. has no comments. Please consult the following link to consult the enrolment criteria documents: <http://www.lbpsb.qc.ca/eng/Consultations/Consultationsv2.asp>.

### **2.4.2 GB Members**

A GB member elected in 2014-2015, Amanda Roberts, is no longer interested in attending meetings. Julie Smith will send Ms. Roberts an email stating that she will be replaced on the GB. Sylvie Martin will reach out to interested potential candidates from the AGM. The GB would like to have a new member by the next meeting.

### **2.4.3 Holiday GB Meeting**

Sylvie Martin was approached by the Sr. GB to have a combined meeting. The proposed meeting will take place on the 1<sup>st</sup> Wednesday of December at 6:30 pm. Reports will be distributed to Sylvie Martin before the meeting to shorten the length of said meeting. The meeting will take place at the Jr. Campus and will be catered.

## **2.5**            **FIELD TRIPS**

### **2.5.1**          **No Field Trips to Approve**

## **2.6**            **REPORTS**

### **2.6.1**          **Regional Parents' Committee**

Carole Choiniere attended the meeting which was held on October 15, 2015. The Regional Parents' Committee report is presented in Appendix 1.

### **2.6.2**          **Council of Commissioners' Minutes**

No commissioner was present and no report was submitted.

### **2.6.3**          **Home and School**

No formal report was submitted. Julie Smith received an email from Sandra Gesualdi stating that monies are available and earmarked for outdoor equipment.

### **2.6.4**          **Teachers' Report**

Sue De Graff presented the Teachers' report which consisted of pedagogical topics only. Sent by email and presented in Appendix 2.

### **2.6.5**          **Daycare report**

Ruta Krauza presented the Daycare Report. Sent by email and presented in Appendix 3.

### **2.6.6**          **Principal's Report**

Sylvie Martin presented the Principal's report. Sent by email and presented in Appendix 4.

### **2.6.7**          **SNAC**

Marie Maguigad presented the SNAC report. Sent by email and presented in Appendix 5.

## **2.7**            **QUESTIONS FROM THE PUBLIC**

No members of the public were present at the meeting.

## **2.8**            **CORRESPONDENCE**

No correspondence received.

**2.9**            **VARIA**

Marie Maguigad mentioned the bomb threat that was received earlier and enquired about the school's approach if the threat were real. Sylvie Martin stated that there is strict protocol to follow including advising the police and evacuating the school.

**2.10**            **ADJOURNMENT**

**15-16-14**        *At 8:15 PM, motion duly proposed by Sue De Graff and seconded by Nadine Émond that the meeting be adjourned.*

Next meeting: Wednesday, December 2<sup>nd</sup>, 2015

Respectfully submitted,

Carole Choiniere  
/CC

## **APPENDIX 1: REGIONAL PARENTS' COMMITTEE REPORT FOR GB 2015/11/03**

### **Region 3 Parents Committee Meeting**

The meeting took place on October 15<sup>th</sup>, 2015 at the School Board Home Office in Dorval. The meeting began at 6:40 pm and was adjourned at approximately 8:45 pm.

Introductions were made. Mary Ann Davis, Commissioner for Electoral Division 1 was present.

Lorraine De Costa asked whether Region 3 should respond to the MSC with a brief or a simple response deferring to the schools. A vote in principal took place to send a simple response. The motion was carried.

Upcoming meeting dates were finalized.

The budget and allocations were reviewed and carried.

#### Internal Rules

- A change in the voting process was suggested. No change was made at this time. Rules can be revisited at any time during the year.
- When corresponding via email, users must utilize the "reply all" option so that everyone is made aware of the correspondence.
- Email votes are used only if a meeting cannot take place.

#### Input from Schools

- Lindsay Place will implement STEAM
  - Dorval held mock elections; PELO program; Thoughtful Thursday (donation of food to needy groups)
  - John Rennie held mock elections; leadership camp; open house; student walkout.

#### Regional Director Report

- 10 recipients from LBPSB for the Discover the Stars Program
- 13 schools in student vote initiative
- Teacher negotiations
- PEF – Alouettes game and snowsuit initiative

**The next meeting will be held on November 12th, 2015 at 6:30pm**

Respectfully Submitted,

Carole Choiniere

St. John Fisher Junior Region 3 Parent Committee Alternate

## APPENDIX 2: TEACHERS' REPORT FOR GB 2015/11/03

- On October 19<sup>th</sup> professional day, teachers attended various workshops (Math - how to best use calendar during math activities. French - How to write creative books with Storybirds program, hosted a Ph. Ed workshop).
- On October 23<sup>rd</sup>, four teachers attended a one day workshop given by Dr. Reggie Melrose.
- Our resource teacher, Sylvie Corbeil, also attended a two day conference for resource teachers in October.

### **APPENDIX 3: DAYCARE REPORT FOR GB 2015/11/03**

- **Extracurricular activities** –Everything is running smoothly.

- **Ped days**

On Monday, *October 19th*, we loaded up 2 buses and headed off to see Le coq de St Victor at Cinema Beaubien. The children were also treated to cheese and crackers and everyone had a great time.

Our next ped day, Thursday, *November 26<sup>th</sup>*, we are having Artista Cafe come in to animate ceramic Christmas Ornament workshops. This should be an amazing experience for all.

We will also be having our own little Christmas Parade once the children create their Reindeer and Elf hats!

**Reminder:** Friday, November 27<sup>th</sup> the daycare will be closed.

- **Purchases – Blinds**

All the blinds have been installed and are a welcome addition to our décor.

- **Extended Kindergarten Lunch**

Everything is running smoothly and the children are enjoying themselves.

#### **APPENDIX 4: PRINCIPAL'S REPORT FOR GB 2015/11/03**

- Interim report went home on October 16.
- October 20 and 21, Kindergarten and Grade 1 students had an info session with Transco about Bus safety.
- October 30 we had Halloween activities in class with our annual Monster Mash outside in the morning.
- Nov. 12th: Nurse Jill's hand washing workshop for kindergarten students.
- So far, we've had 4 fire drills and our lock down. All in proper time.



## **APPENDIX 5: SNAC REPORT FOR GB 2015/11/03**

### **SNAC Report to the Council of Commissioners, Parents' Committees and Education Committees from SNAC Meeting of October 21, 2015.**

#### **Meeting Attendance:**

The SNAC meeting of October 21st was very well attended by 17 SNAC members, and 2 members of the public. Members representing outside committees, unions and associations included: M.-E. Claude of S.S.D., D. Olivenstein from Council of Commissioners, R. Gilmartin of I.A.S.S., M. Hunt of P.E.P., and A. Tennant of P.T.U.

#### **SNAC Constitution and Membership:**

Due to increased interest in the committee, the SNAC Constitution was updated to increase the number of parent members. As a result, 2 new parents were elected, and have joined SNAC in the role of Alternate with 1-year terms.

#### **Major School Change:**

The committee has reviewed the Brief that was submitted by SNAC last June, and is pleased with its content. No additions will be submitted.

#### **SNAC Workshop Ideas for 2015-2016:**

SNAC would like to host a follow-up to last year's popular IEP workshop that would be based on a parent-to-parent questions and answers format. A sub-committee was created to establish the content and format of the workshop, with a target date early in 2016.

Another potential workshop will be considered later in the year on the topic of "transitioning from elementary to high school for special needs students".

#### **Special Needs Representative on Governing Board:**

SNAC will be contacting CPC to follow-up on the optional Special Needs parent representative position that was introduced last June and presented at some school AGMs this fall in order to determine how many of these positions were established. A Q&A document to clarify the role of this position is under development.

#### **SNAC Email Address Change:**

The new SNAC email address is [snac@lbpearson.ca](mailto:snac@lbpearson.ca). SNAC has printed labels with the updated email address to be applied to the 500 new IEP kits. The committee is grateful to the students of the LIFE program, who will apply the labels to the kits, and hope to have them ready for distribution to new students receiving IEPs at the next reporting session. Approximately 1350 SNAC pamphlets will also need to be updated with labels listing the new email address. SNAC has requested support from in-school Administrators to communicate the email address change to parents via school newsletters and websites.

#### **Enrollment Criteria Policy Consultation:**

Members will review the Policy and SNAC responses to the Consultation from previous years, and will discuss a potential response next month.

#### **Contract Negotiations:**

The PTU, IASS and PEP representatives to SNAC provided an update on recent votes to support a strike mandate. The committee was advised that negotiations with the teacher's union have begun to improve as a result of public pressure from parent groups.

**SNAC Website:**

The website had 357 hits in the two week period of September 30<sup>th</sup> to October 21<sup>st</sup>. There were also 22 views of the archived webcasts of previous parent workshops offered by SNAC.

**Correspondence and Upcoming Events:**

1) November 8<sup>th</sup>: "All Abilities Expo": <http://www.expotouteshabiletes.com>

2) November 13<sup>th</sup>: Light a Dream Fundraiser: Casino Night and Auction:  
<http://www.eventbrite.ca/e/2015-light-a-dream-casino-night-and-auction-tickets-18505647891>

3) November 18<sup>th</sup>: WIAIH sponsored presentation: "What is an Estate, a Will and a Trust":  
<http://wiah.qc.ca/info-session-what-estate-will-and-trust>

**Next Meeting:** Wednesday, November 18<sup>th</sup>, 2015 at 7pm at the school board, Room 219/221 upstairs.  
The meeting will begin with a presentation by Cindy Finn, Director of Student Services, on the topic of "**Educating Students with Special Needs in Quebec**". All parents of students with IEPs are welcome to attend.

Respectfully submitted,

Brett Hillgartner, Chairperson, LBPSB Special Needs Advisory Committee 2015-2016

Sandra Buckingham, LBPSB Parent Commissioner for Special Needs 2014-2016