

St. John Fisher Elementary – Junior Campus
Governing Board Minutes - 2016/02/03
7:10 – 9:20 PM
Junior Campus – Room 16

Type of meeting: Governing Board – Regular 2015-16 #4

Participants:

Parents: Carole Choiniere, Julie Smith, Martin O’Connell, Matthew King

Teachers: Martine Létourneau, Nadine Émond, Sue De Graff

Support Staff: Ruta Krauza

Principal: Sylvie Martin

Commissioner: Noel Burke

Community Rep: Vacant

Visitor(s): None

Absent: None

Regrets: Marie Maguigad, Ann Hunter

AGENDA TOPICS

4.1.1 Call to Order & Welcome

Julie Smith called the meeting to order at 7:10 PM and welcomed everyone.

4.1.2 Adoption of the Agenda

15-16-20 *After discussion and amendments to the agenda, including the addition of Section 4.4.5 – Budget Consultation, motion duly proposed by Matthew King and seconded by Ruta Krauza to approve the modified agenda. Approved unanimously.*

4.1.3 Adoption of the December 7th, 2015 minutes

15-16-21 *Motion duly proposed by Matthew King and seconded by Ruta Krauza to approve the minutes arising from the Governing Board (GB) meeting of December 7, 2015. Approved unanimously.*

4.2 QUESTIONS FROM THE PUBLIC

No members of the public were present at the meeting.

4.3 BUSINESS ARISING

4.3.1 No business arising

4.4 NEW BUSINESS

4.4.1 School Success Plan Annual Report

Sylvie Martin presented the draft annual report. Sylvie Martin stated that both the junior and senior campus GBs must approve the report. The annual report was also submitted to the staff for review. No comments from the staff have yet been received. The annual report indicates how the school is faring compared to the 2010 School Success Plan. The School Success Plan will be extended to 2017 from 2016. A discussion ensued regarding certain scores and the use of baseline criteria. Once approved, the 2015-2016 Annual Report will be available for review on the school website: <http://stjohnfisher.lbpsb.qc.ca/index.htm>.

15-16-22 Motion duly proposed by Julie Smith and seconded by Martin O'Connell to approve the annual report as proposed. Approved unanimously.

4.4.2 Principal Selection Criteria Consultation

Sylvie Martin left the meeting for the purposes of this consultation.

The GB discussed various criteria, reflective of the school community and school staff, which it considered important to communicate to the school board in response to its consultation concerning the criteria for selecting principals. Julie Smith will send a letter regarding the discussed criteria to the Director General of LBPSB.

Sylvie Martin rejoined the meeting.

4.4.3 Bill 86

Julie Smith handed out a graphic regarding the framework of Bill 86. An information session was held on January 21, 2016 regarding Bill 86. This bill proposed significant changes to school's governing boards and pedagogical programming. Hearings will be available to live stream on the internet. To submit comments, briefs or opinions, visit the Assemblée Nationale website. Discussion ensued regarding Bill 86.

4.4.4 **Capital Project**

Sylvie Martin explained that, although no major capital projects are planned for the school this year, the LBPSB will be provided with a list. She informed the GB that an upgrade to the security cameras in and around the school has been requested.

15-16-23 Motion duly proposed by Matthew King and seconded by Ruta Krauza to approve the proposed capital project. Approved unanimously.

4.4.5 **Budget Consultation**

Julie Smith explained the budget consultation process being conducted by the LBPSB and outlined the budget priority questions. She explained that the consultation process is similar to those carried out in previous years. The school board requested that comments arising from the consultation process be submitted by March 31, 2016.

Julie Smith requested that GB members submit their questions or comments via email to Carole Choiniere for tabulation by March 27, 2016. A reminder email will be sent to the GB members in the coming week.

4.5 **FIELD TRIPS**

4.5.1 **No Field Trips to Approve**

4.6 **REPORTS**

4.6.1 **Regional Parents' Committee**

Carole Choiniere attended the meeting which was held on January 21, 2016 and presented the Regional Parents' Committee report. Submitted by email and presented in Appendix 1.

4.6.2 **SNAC**

The SNAC report was submitted by email and is presented in Appendix 2.

4.6.3 **Council of Commissioners' Notes**

Noel Burke presented the Council of Commissioners' report. Submitted by email and presented in Appendix 3. Discussion ensued regarding the Council of Commissioners' report.

4.6.4 **Home and School**

Sylvie Martin presented the HandS treasury report. Submitted by email.

4.6.5 Teachers' Report

Sue De Graff presented the teachers' report. Submitted by email and presented in Appendix 4.

4.6.6 Daycare report

Ruta Krauza presented the Daycare report. Submitted by email and presented in Appendix 5.

Daycare fieldtrips:

- April 22nd - Bowling at Laurentian Lanes - \$20/student.
- May 6th – Nid'Otruche in Saint-Eustache - \$20/student.

15-16-24 Motion duly proposed by Martin O'Connell and seconded by Martine Létourneau to approve the field trips as presented. Approved unanimously.

4.6.7 Principal's Report

Sylvie Martin presented the Principal's report. Submitted by email and presented in Appendix 6.

4.7 QUESTIONS FROM THE PUBLIC

No members of the public were present at the meeting.

4.8 CORRESPONDENCE

Julie Smith received an email invitation to attend a Bill 86 meeting.

4.9 VARIA

Julie Smith mentioned that she and Balgovind Pande spoke to the communities of Sherwood Forest and St-Paul schools regarding the benefits of a junior/senior campus.

4.10 ADJOURNMENT

15-16-25 At 9:20 PM, motion duly proposed by Nadine Émond and seconded by Martine Létourneau that the meeting be adjourned.

Next meeting: Wednesday, April 6th, 2016

Respectfully submitted,

Carole Choiniere
/CC

APPENDIX 1: REGIONAL PARENTS' COMMITTEE REPORT FOR GB 2016/02/03

Region 3 Parents Committee Meeting (for GB meeting 2016-02-03)

The meeting took place on January 21st, 2016 at the School Board Home Office in Dorval. The meeting was called to order at 6:45 pm and was adjourned at approximately 7:15 pm.

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

Bill 86 will be discussed at info session at 7:30 pm.

New Business

- The “work-to-rule” vote was briefly discussed by David Meloche, the Regional Director. There was a very low turnout for voting, possibly due to the weather conditions. He explained that two questions were tabled for the teacher negotiations. The second question regarding work-to-rule may have confused the issue.

Regional Director Report

- David Meloche discussed the MSC. There were two proposed mergers, one closure and some rezoning. There are meetings scheduled to vote on these proposed actions. Parents will need support and action from their local MNAs and other involved parties to fight these actions. Dorval has voted to have a special invitation on February 4th for parents with children who will be rezoned.
- Open houses are starting and the registration period begins in February.

Input from Schools

- Allion – have begun using stationary bikes

The next meeting will be held on Thursday, February 18th, 2016 at 6:30 pm.

Respectfully Submitted,

Carole Choiniere

St. John Fisher Junior Region 3 Parent Committee Alternate

APPENDIX 2: SNAC REPORT FOR GB 2016/02/03

SNAC Report to the Council of Commissioners, Parents' Committees and Education Committees from SNAC Meeting of January 20, 2016.

Meeting Attendance:

The SNAC meeting of January 20th was well attended by 18 SNAC members and 3 members of the public. Members representing outside committees, unions and associations included: D. Olivenstein of Council of Commissioners, M.-E. Claude of S.S.D., E. Oolsthorn of S.S.D., R. Gilmartin of I.A.S.S., M. Hunt of P.E.P., D. Martire of P.A.S.A., and A. Tennant of P.T.U.

SNAC IEP Parent-to-Parent Workshop on February 2nd, 2016:

SNAC will be hosting an IEP workshop entitled “**An IEP Journey: A Parent to Parent Perspective**” on Tuesday, February 2nd at 7pm in the main boardroom of the LBPSB Head Office. All parents of students with an IEP are welcome to attend this free workshop. For more information and to register, please visit the SNAC website: <http://snac.lbpsb.qc.ca/>.

Major School Change – Transition Plan Document:

On November 17th, 2015, three SNAC members participated in the MSC Public Hearing in Verdun. One of the primary recommendations of SNAC was that the school board commit to preparing a written plan of action, with input from parents and students concerned, to help with transitions for those students with special needs that are affected by the MSC process. The SNAC brief was well received by the Council of Commissioners and SNAC was asked to prepare some recommendations for a Transition Plan. The document is being finalized and will be presented to Council after final approval by SNAC.

IEP Parent Representative on Governing Board:

Further to SNAC's and CPC's efforts last year, a new role of IEP Parent Representative on Governing Board was introduced this year. So far, SNAC is aware of 8 Elementary and 2 High School representatives that have been elected to their GBs, while there may be more that have yet to contact SNAC. SNAC is very pleased with this excellent start to the initiative. A Q&A document to clarify the role of this position has been approved by SNAC, for the purposes of responding to questions that have been raised by various GBs. The document will be shared with CPC with the hope that SNAC can work together with CPC to further the adoption of this proposed position at even more schools in the future.

Bill 86 Parent Information Session:

SNAC parent members were encouraged to attend the Bill 86 Parent Information Session hosted by CPC on January 21st, 2016 at 7:30pm.

Emergency Preparedness:

SNAC had a discussion about school lockdown procedures and the issue of what would happen if a student with special needs was in the washroom when a lockdown situation occurred. In consultation with the SNAC PASA representative, it was noted that this particular scenario could represent a grey zone since the child may not respond to this type of stressful situation by staying locked in the bathroom stall or know to go to the closest classroom which is what might be the school's procedure in this case. SNAC advises that school administrators consider the specific training needs of these students when establishing their emergency preparedness procedures.

Contract Negotiations:

The PTU, IASS and PEP representatives to SNAC provided an update on recent votes to support a new contract. PTU also voted to keep the “work to rule” as status quo, however the union may revisit the issue after reviewing how the other school board unions vote on the new contract.

Correspondence:

SNAC received two letters from parents which were discussed at the meeting. One deliberated the topic of mid-year school transfers and what the protocol was regarding this issue. The other dealt with the problem of having the allocation of integration aides only happen in mid-September which potentially causes a great deal of stress for students, parents and staff, and may require significant re-training of aides in some cases. SNAC members were made aware that a procedure exists to pair a specific aide with a student, but only in exceptional circumstances.

SNAC also received a response letter from MEESR to a letter that the committee sent at the end of last school year requesting that the government reconsider all of the cuts to education and support services for students with special needs.

Next Meeting:

Wednesday, February 17th, 2016 at 7pm at the school board, Room 219/221 upstairs.

The meeting will begin with a presentation by LBPSB Director of Finance, France Daoust, on the topic of "**LBPSB Budget with regard to Special Needs**". 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

APPENDIX 3: COUNCIL OF COMMISSIONERS REPORT FOR GB 2016/02/03



**Meeting of the Council of Commissioners
Lester B. Pearson School Board
January 25th, 2016**

Reconsideration of Lakeside MSC Resolution

The closure of Lakeside Academy has been reconsidered and the school will now stay operational until December of 2016 when there will be another vote.

Reconsideration of Riverview Elementary and Verdun Elementary MSC Resolution

The merger of Riverview and Verdun Elementary was reconsidered and both schools will now stay operational until December of 2016 when there will be another vote.

Orchard Elementary & St. Lawrence Jr. and Sr. School Program Change

Students attending the St. Lawrence Academy Jr. campus will now have the option of the Bilingual or the Early Immersion Program.

Attendance Zones

Zone 57 was added to Margaret Manson, zone 52 was added to Dorset, zone 49 was added to St. Edmund and zone 37 has been added to St. John Fisher Jr. and Sr.

Budget 2016-2017 Consultation

Approval was given to the 2016-2017 Budget Consultation Plan to go out to stakeholders of the school board for budget recommendations. All responses must be returned to the Secretariat by March 31, 2016.

Christmas Park Elementary School – Flooring Project

Council approved the contract for the flooring and land rehabilitation work at Christmas Park Elementary School for the amount of \$126,912.17 (plus taxes).

Annual Report 2014-2015

The Annual Report for 2014-2015 was approved and will be transmitted to the Minister of Education.

Group Purchasing – Computers and Peripherals

The Lester B. Pearson School Board will take part in the public tender issued by the Centre collegial des services regroupés to purchase new computers, Chromebooks, monitors and peripherals.

Commissioner Representation on QESBA Committees

Communications Committee: Commissioner Laura Derry

Finance Committee: Commissioner Martin Sherman

Executive Committee: Chair Suanne Stein Day

Minority Rights Committee: Commissioner Mary Ann Davis

Professional Development Committee: Commissioner Frank di Bello

Standing Commission on Education: Vice-Chair Noel Burke

APPENDIX 4: TEACHERS' REPORT FOR GB 2016/02/03

On December 7th, all our cycle one teachers attended a workshop/refresher on the Daily 5& CAFE approach.

On December 14th, during a staff meeting, teachers shared different workshops they attended.

On January 13th, many cycle one teachers attended the second part of the SoundPrints workshop given at the School Board Office.

On January 25th, as part of the Éclairs de sciences project, we worked on a planification annuelle for cycle one teachers.

APPENDIX 5: DAYCARE REPORT FOR GB 2016/02/03

December 18th, 2015

The children had a wonderful time. I animated a Christmas Bingo Game in the gym and every child received a prize. We also had a movie and popcorn, some coloring and all around fun for everyone.

New Rate for Daycare:

As of January 1st parents will be paying \$8.10 per day for daycare services. I went to a workshop at the school board to make all the changes in Avant-Garde.

Ped Days:

January 22nd

We had a carnival day! The children did some snow graffiti, colored ice cube treasure hunt, relay races and ring toss, but most of all they enjoyed sliding on the crazy carpet and having a cup of hot chocolate with marshmallows!

Feb 15th

Nous les Arts has been booked to come in and do their Australia themed day. Always a hit when Nous les Arts visit.

April 22nd

We need GB approval to go bowling at Laurentian Lanes. Our ratio would be 1/9 approximately. Fees charged would be maximum \$20.00 per child, including supervision, busing and entrance fees.

May 6th

We need GB approval to go to Nid'Otruche. It's been 3 years since we last went and everyone is guaranteed to have a great time. Our ratio would be 1/10 approximately. Fees charged would be a maximum of \$20.00 per child for supervision, busing and entrance fees.

Extra Curricular Activities

Activities started on January 12th and will end on March 14th. We have approximately 130 spots that were booked.

Income Tax Receipts

Receipts will be sent home the week of February 22nd covering fees paid between January 2015 and December 2015.

Internships:

We've got a few extra hands this year!

BCM College – Early Childhood Program (AEC)

Lindsay King started her work placement with us on October 13th, 2015 and has been assigned to one of our grade one groups. Lindsay joined us again for her second work placement on Monday, January 18th. This term she will do some program planning and animate a few activities. We wish her much success!

Lindsay Place High School – Focus – Semi-Skilled program

Anastasia Bramante has been with us since October 15th, 2015 and has been a great help with the Kindergarten group she has been assigned to. She will remain with us for the entire school year.

Dawson CLRT

Sierra Nadeau, a first year student, will be joining us in a Kindergarten group to do her placement of 45 hours. She starts on Monday, February 8th and will be here until the end of April.

Lunch hour switch:

On Monday we switched our lunch groups. The grade one and two classes will now eat first and play outdoors afterwards. We made a few adjustments to the Kindergarten schedules and so for the second half of the school year all the Kindergarten classes will eat from 12:00 to 12:30 and have their outdoor play and activities during the other two 30 minute periods.

APPENDIX 6: PRINCIPAL'S REPORT FOR GB 2016/02/03

- Open House was well attended: Thanks to H & S for the help. Probably around 60 new families visited the school. Registration for new families is this week.
- Sibling registration was last week, we have 36 siblings so far.
- Ped day on Friday, Jan 22 was team meetings.
- Monday Jan 25, Cycle one workshop on Science.
- Mme Corbeil's last day was on Friday, January 29. She is leaving for a ½ year sabbatical. She will be back in August. In the meantime, Mme Jennifer Cleary will take the resource post.
- We have 2 student-teachers starting this week. One in Kindergarten with Mme Bojanowski, the other one in Grade 2 with Mme Sophie.
- SSP team met on Feb 3rd for the 1st time this year at a board meeting.
- The annual Blood Drive is today as well.
- Zone 37 (Dorval North) back as an attendance zone for SJF. At this time, no free transportation offered.