

**St. John Fisher Elementary – Junior Campus
Governing Board Minutes - 2016/05/04
7:10 – 8:00 PM
Junior Campus – Room 10**

Type of meeting: Governing Board – Regular 2015-16 #6

Participants:

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

Teachers: Martine Létourneau, Sue De Graff, Ann Hunter

Support Staff: Ruta Krauza

Principal: Sylvie Martin

Commissioner: Absent

Community Rep: Vacant

Visitor(s): None

Absent: None

Regrets: Nadine Émond, Noel Burke

AGENDA TOPICS

6.1.1 Call to Order & Welcome

Julie Smith called the meeting to order at 7:10 PM and welcomed everyone. The new principal stopped by to meet the governing board members.

6.1.2 Adoption of the Agenda

15-16-31 *After discussion and amendments to the agenda, including the addition of Section 6.4.5 – 2016-2017 Rental Renewals, motion duly proposed by Marie Maguigad and seconded by Martine Létourneau to approve the modified agenda. Approved unanimously.*

6.1.3 Adoption of the April April 6th, 2016 minutes

15-16-32 After discussion and amendments to the minutes, which included the addition of “Bylaws 1 and 1E”, motion duly proposed by Sue De Graff and seconded by Ruta Krauza to approve the modified minutes arising from the Governing Board (GB) meeting of April 6, 2016. Approved unanimously.

6.2 QUESTIONS FROM THE PUBLIC

No members of the public were present at the meeting.

6.3 BUSINESS ARISING

6.3.1 No Business Arising

6.4 NEW BUSINESS

6.4.1 Three Year Plan of Allocation Consultation

Julie Smith presented the three year plan of allocation. Discussion ensued.

15-16-33 Motion duly proposed by Sue De Graff and seconded by Ruta Krauza to approve the three year plan of allocation as presented. Approved with one abstention (Martine Létourneau).

6.4.2 School Fees

Sylvie Martin presented the school fees. Last year’s school fees were \$55 and this year’s fees were \$62. Sylvie Martin proposes that the school fees for next year remain at \$62.

15-16-34 Motion duly proposed by Matthew King and seconded by Martine Létourneau to approve the school fees as presented. Approved unanimously.

6.4.3 Calendar 2016-2017

Sylvie Martin presented the 2016-2017 calendar. The annual general meeting (AGM) will take place in September 2016 at the senior campus. Curriculum night will be held on September 7 at the senior campus and September 8 at the junior campus. Parent teacher interviews will be held on November 23 and 24. Portfolio night will take place on April 20, 2017 at the junior campus.

Both the junior and senior campuses have agreed on all of the pedagogical days.

15-16-35 Motion duly proposed by Sue De Graff and seconded by Martin O’Connell to approve the 2016-2017 calendar. Approved unanimously.

6.4.4 Anti-Bullying, Anti-Violence Plan

Sylvie Martin presented the anti-bullying and anti-violence plan. The plan is essentially the same as in the last few years. School staff sat as a committee and decided that the plan is still application and works. A few minor changes were made to further clarify the document.

15-16-36 Motion duly proposed by Ruta Krauza and seconded by Matthew King to approve the anti-bullying and anti-violence plan as presented. Approved unanimously.

6.4.5 2016-2017 Rental Renewals

Sylvie Martin presented the rental renewals for 2016-2017.

- Pointe-Claire Volleyball on Wednesdays from 18:30 to 21:00;
- Proset Autism on Fridays

15-16-37 Motion duly proposed by Martine Létourneau and seconded by Marie Maguigad to approve the rental renewals as presented. Approved unanimously.

6.5 FIELD TRIPS

6.5.1 Field Trip Approvals

Sylvie Martin presented the upcoming field trips requiring approval.

- Outing to the Camp Notre-Dame-de-Fatima in l'Île Perrot on June 17, 2016 for Grade 2 students. The cost is \$26 per child.
- Dynamix (teambuilding) will come to the school for two activities with Grade 1 students on May 19, 2016. The cost is \$13 per child.
- Mesdames Bourassa and Déziel are taking part in the Projet Péliq-an, a linguistic exchange project with École Pointe-Claire. On May 26, 2016, the students will visit each other's schools. On June 10, 2016, students from both schools will take a walk in Terra Cotta Park.
- A request for approval will be sent via email to the governing board members regarding pools day from June 13 to 23, 2016.

15-16-38 Motion duly proposed by Sue De Graff and seconded by Matthew King to approve the field trips as presented. Approved unanimously.

6.6 REPORTS

6.6.1 Regional Parents' Committee

Christina Forest from the senior campus attended the meeting held on April 21, 2016. The Central Parents' Committee report was submitted by email and is presented in Appendix 1.

6.6.2 **SNAC**

Marie Maguigad could not attend the meeting held on April 20, 2016. However, the SNAC report was submitted by email and is presented in Appendix 2.

6.6.3 **Council of Commissioners' Notes**

Noel Burke attended the meeting held on April 25, 2016. The Council of Commissioners' report was submitted by email and is presented in Appendix 3.

6.6.4 **Home and School**

No HandS report was submitted.

6.6.5 **Teachers' Report**

The teachers' report was submitted by email and is presented in Appendix 4.

6.6.6 **Daycare report**

The daycare report was submitted by email and is presented in Appendix 5.

6.6.7 **Principal's Report**

The principal's report was submitted by email and is presented in Appendix 6.

6.7 **QUESTIONS FROM THE PUBLIC**

No members of the public were present at the meeting.

6.8 **CORRESPONDENCE**

Julie Smith received the following correspondence:

- A letter from the SPVM regarding bicycle safety. Posters were received and put up in the hallways. Please consult the following link for more information:
<http://www.spvm.qc.ca/en/Jeunesse/enfant-ecole-en-toute-securite.asp>

6.9 **VARIA**

Martin O'Connell attended a meeting at the senior campus regarding grade 2 students moving to grade 3. The meeting was informative and the tour was great.

Julie Smith suggested a joint meeting with the senior campus for the month of June. She suggested June 8, 2016 at the senior campus.

Julie Smith congratulated Mme Martin on her newly appointed position in Beaconsfield.

6.10 **ADJOURNMENT**

15-16-39 *At 8:00 PM, motion duly proposed by Sue De Graff and seconded by Ruta Krauza that the meeting be adjourned.*

Next meeting: Wednesday, June 1st or 8th, 2016

Respectfully submitted,

Carole Choiniere
/CC

APPENDIX 1: CENTRAL PARENTS' COMMITTEE MINUTES FOR GB 2016/05/04

REGION 3 PARENTS' COMMITTEE

INTRODUCTION

The meeting took place on April 21, 2016 at the School Board Home Office in Dorval. Quorum was not established (due to many schools holding curriculum nights on the same night), therefore no motions could be passed.

The agenda can be found on the CPC website (<http://cpc.lbpsb.qc.ca/region3meetings.htm>) and is attached here for convenience.



2. 2016-04-21 R3PC
Agenda v2.pdf

KEY ITEMS OF NOTE

CENTRAL PARENTS' COMMITTEE & SNAC

Due to unforeseen family issues, Darren Kotania regrettably tendered his resignation as CPC Chair, as well as Parent Representative to Region 3. Roland Schubert (LCCHS) stepped up to take his place as the 6th CPC rep from Region 3.

Due to MSC and uncertainties regarding the possible outcomes of Bill 86, Governing Board training did not take place this year. A subcommittee has been formed to discuss ideas for this for the future.

REGIONAL DIRECTOR'S REPORT

Mr. Meloche provided a report of recent happenings in the board, including; TOPS event, initiatives being undertaken at Lakeside in light of the recent challenges faced during the Major School Change, upcoming appointments of principals and vice-principals.

A discussion took place around parent engagement. Sandra Buckingham (SNAC) suggested GBs may want to consider creating marketing sub-committees to promote engagement among the parent community.

Next meeting is Thursday, May 26th, 2016 at 6:30pm

Respectfully Submitted by
Christina Forest
St. John Fisher Senior - Region 3 Parents' Committee Representative

JOINT REGIONAL PC BREAK-OUT SESSION

INTRODUCTION

The meeting took place on April 21, 2016 at the School Board Home Office in Dorval. The meeting was called to order AT 8:05PM. The agenda is attached here:



2016-04-21 Joint
Regional PC Break-Out

LBPSB STRATEGIC PLAN CONSULTATION

Permission was granted to submit a response after the deadline of April 15th. Discussion took place around the “Tell Them From Me” survey and it’s place in the strategic plan, how it is administered and how the data it generates is used. A parent suggested the board investigate using the parent version of the TTFM survey, since adults know how to complete surveys their feedback may be more useful in driving change.

Next meeting is Thursday, May 26th, 2016 at 8:00pm

Respectfully Submitted by
Christina Forest
St. John Fisher Senior - Region 3 Parents’ Committee Representative

APPENDIX 2: SNAC REPORT FOR GB 2016/05/04

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

Meeting Attendance:

The SNAC meeting of April 20th was well attended by 19 SNAC members and 3 members of the public. Members representing outside committees, unions and associations included: D. Olivenstein of Council of Commissioners, C. Finn of S.S.D., M.-E. Claude of S.S.D., E. Olsthoorn of S.S.D., F. Kesic of W.I.A.I.H., D. Martire of P.A.S.A., R. Gilmartin of I.A.S.S, A. Tenant of P.T.U., and M. Hunt of P.E.P.

Presentation to SNAC on "Cooking with Autonomy":

SNAC received a special presentation on the new "Cooking with Autonomy" program that is offered by LBPSB. All schools can access this ESD/SSD joint program to develop independent cooking skills while encouraging good nutrition.

LBPSB 5-year Strategic Plan Consultation:

SNAC recognizes the importance of the 5-year Strategic Plan, specifically for the future planning and success of our students with special needs. At the previous SNAC meeting, members voted to request an extension to submit a response to the 5-year Strategic Plan Consultation so that members could have an in-person meeting to prepare a response. The Plan was discussed at length and a detailed response will be submitted to Council by May 6th, 2016.

Bill 86 Update:

Bill 86 brief was prepared and sent to MELS on behalf of a group of concerned LBPSB parents of students with IEPs. The suggestions in the brief received widespread support from parents throughout LBPSB, with a total of 126 parents of students with special needs from 33 elementary schools, 11 high schools and 1 vocational school. The brief does not tackle Bill 86 as a whole, but reflects SNAC's recommendations from last year regarding increasing the representation of parents of students with IEPs at every level throughout the school board. The committee members were interested to learn that many of the suggestions of this brief were echoed by briefs submitted by other Special Needs advocacy groups. The brief is available on the CPC website:

<http://cpc.lbpsb.qc.ca/documents1516/Bill86/Bill-86-SN-Parents-Brief-2016-04-04.pdf>

IEP Parent on Governing Board:

As a result of SNAC's and CPC's efforts last year, a new role of IEP Parent Representative on Governing Board was introduced this year. SNAC is aware of 9 Elementary and 3 High School representatives that have been elected to their GBs. A Q&A document to clarify the role of this position was prepared by SNAC and shared with CPC for the purposes of responding to questions that have been raised by various GBs. This issue will be discussed at the Joint Regional Parents' Committee Meeting on April 21st, and it is the hope that SNAC can work together with CPC to further the adoption of this proposed position at even more schools in the future.

Upcoming LBPSB Consultations:

SNAC will be providing a response to the 3-year Plan of Allocation and Destinations of Immovables, however, it was determined by the committee that a response would not be necessary for the Consultation on By-law 1 and By-law 1E.

Sensitivity Training:

The Committee discussed the need for sensitivity training on Special Needs for staff, students and at the Governing Board level. There are instances where issues regarding special needs are poorly dealt with due to ignorance of an individual or group. It is believed that sensitivity training could help prevent a certain amount of these problems from arising.

SNAC AGM Date for September 2016:

It was determined that the SNAC AGM would be held on September 14th, 2016. Posters will be created and distributed to help advertise the event at each school.

Questions from the Public:

A parent visitor suggested that an opt-in model should be created at every school to enable parents with special needs to easily receive information about SNAC activities, as well as create school-level special needs parent networking groups.

Correspondence:

SNAC received an invitation to screening of the film "Most Likely to Succeed" on April 30th:
<https://www.eventbrite.com/e/public-screening-of-the-award-winning-film-most-likely-to-succeed-tickets-24404757286>

Yaldei Development Centre's 2016 Fundraiser "Let's Roll for Kids" Bike-a-Thon on June 5th:
<http://www.isupportyaldei.org/?fuseaction=donorDrive.event&eventID=529&language=en>

Next Meeting:

Wednesday, May 18th, 2016 at 7pm at the school board, Room 219/221 upstairs. We are waiting for confirmation of a possible special presentation on Work Oriented Training Programs (WOTP).

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

Angela Berryman, Vice-Chairperson, LBPSB Special Needs Advisory Committee 2015-2016

APPENDIX 3: COUNCIL OF COMMISSIONERS REPORT FOR GB 2016/05/04



Meeting of the Council of Commissioners
Lester B. Pearson School Board
April 25, 2016

Pearson Electrotechnology Centre:

Pearson Electrotechnology Center Satellite Campus will be declared an independent Adult and Vocational Education Centre with its own deed of establishment.

Administrative Staffing Assignments:

All staffing assignment changes have been posted on the Lester B. Pearson School Board website

Coordinator of Finance:

Athmane Annabi will temporarily fill the position of Coordinator of Finance, effective May 2, 2016.

Sir Wilfred Laurier Foundation Dinner Fundraiser:

Funds will be made available for Chair Suanne Stein Day and Commissioner M. Sherman to participate in the Sir Wilfred Laurier Foundation Dinner Fundraiser on June 9.

Lindsay Place High School repairs:

The brick and concrete repair, the replacement of the fire alarm panel and the replacement of the administration AC unit at Lindsay Place High School was authorized. The total cost will be \$593,346.00 (before tax).

Place Cartier repairs:

The reconstruction of six roof basins and the replacement of windows in two wings at Place Cartier was authorized. The total cost will be \$402,000.00 (before tax).

Bell Canada Servitude Agreement:

The Lester B. Pearson School Board will accept \$8,000.00 as compensation from Bell Canada for the installation of telecommunications equipment along Westminster Street in Dollard-des-Ormeaux on the Wilder Penfield property as per the servitude agreement.

St. Thomas High School repairs:

The land rehabilitation and pavement reconstruction at St. Thomas High School was authorized. The total cost will be \$141,054.00 (before tax).

Terry Fox Elementary repairs:

The exit and emergency evacuation upgrade and brick repair at Terry Fox Elementary was authorized. The total cost will be \$448,602.00 (before tax).

Water Meter Upgrades and Installations – 8 schools:

Water meter upgrades and installations will take place at the following eight schools for a total cost of \$398,000.00 (before tax).

Water Meter Upgrades and Installations – 11 schools and centres:

Water meter upgrades and installations will take place at the following 11 schools/centres for a total cost of \$389,000.00 (before tax).

Naming of merged Orchard and St. Lawrence Academy Jr. & Sr. Schools:

LaSalle Elementary Junior and Senior were the names chosen for the new schools created by the merger of Orchard and St. Lawrence Academy Junior and Senior schools.

Student transportation routing and management software:

The contract for a student transportation routing and management software was authorized, for the amount of \$87,920.04 (before tax) for the first three years with the possibility of renewal for two additional one-year terms, the first year for the amount of \$12,538.90 (before tax) and the second year for the amount of \$12,789.68 (before tax).

Classroom furniture:

Alpha-Vico inc., Alpha Tabco inc., Accent Canada inc. (doing business as Aquest Designs) and Brault & Bouthillier Ltée. were approved as exclusive suppliers of classroom furniture and other products for the schools and centres of the Lester B. Pearson School Board.

APPENDIX 4: TEACHERS' REPORT FOR GB 2016/05/04

Short and sweet report!

On April 22nd, during a pedagogical day, our kindergarten teachers attended Ed Camp workshop.

APPENDIX 5: DAYCARE REPORT FOR GB 2016/05/04

Ped Days:

Our last ped day, **April 22nd**, was awesome. The children had an amazing time bowling and enjoyed their day tremendously, especially the cookies and juice when they got back!

On **Friday May 6th** we are going to Nid'Otruche and everyone is excited!

On **Friday, May 20th** we are having a Western Day! Yeehaw!

On **Monday, June 6th** we are planning a Beach Day!

Daycare Week:

On Monday, May 16th all the Daycare/Lunch staff have been invited to an networking evening at the school board.

2016 – 2017 Registration

Packages will be available for new Kindergarten children on May 20th at the K Orientation.



APPENDIX 6: PRINCIPAL'S REPORT FOR GB 2016/05/04

April

- Portfolio event was April 21st (3 to 8 pm) with book fair \$1316 in profit
- 21th Earth day activities /La bibitte mobile: Grade 1
- April 28th Kindergarten students went to Musee des enfants in Laval

May

- May 1st: PEF Run in DDO most successful crowd
- May 6th school yards line to be redone (weather permitting)
- 9 to 13: Cross Country Week-SJF jr schedule for May 10
- May 18: Daycare day
- May 19: Dynamix for Grade 1; retirement dinner (Mme Ziwani)
Ms. Quammie is also retiring at the end of this year.
- May 20: New Kindergarten students' visit/ STEAM workshop for some
- May 25 : volunteers tea
- May 27: Community walk

June

- June 1st : Talent show week in music class/ BBQ
- June 3rd: Pointe-Claire librarian visiting each class.
- June 6: SJF ped day
- June 8: Grade 1 Musee des Beaux-arts
- June 9 : visit from Jill (nurse) Gr 1 & 2

Registration 2016-17:

76 kindergarten students

76 grade 1 students

104 grade 2 students

2016-17: 4 x kindergarten classes, 9 x cycle 1.