

**St. John Fisher Elementary – Junior Campus**  
**Governing Board Minutes – 2017/02/01**  
**7:05 – 9:00 PM**  
**Junior Campus – Room #15**

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**Type of meeting: Governing Board – Regular 2016-17 #4**

**Participants:**

Parents: Carole Choiniere, Julie Smith, Martin O’Connell, Matthew King, Nadia Lawand, Sandra Gesualdi (HandS)

Teachers: Martine Létourneau, Michèle Larin, Nadine Émond, Martine Déziel

Support Staff: Ruta Krauza

Principal: Patrice Delage

Commissioner: Noel Burke

Community Rep: Vacant

Visitor(s): None

Absent: None

Regrets: None

**AGENDA TOPICS**

**4.1.1 Call to Order & Welcome**

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

**4.1.2 Adoption of the Agenda**

**16-17-24** *After discussion and amendments to the agenda, including the addition of Section 4.4.7 – Budget Consultation, motion duly proposed by Michèle Larin and seconded by Nadine Émond to approve the modified agenda. Approved unanimously.*

**4.1.3 Adoption of the December 13<sup>th</sup>, 2016 minutes**

**16-17-25** *Motion duly proposed by Martine Létourneau and seconded by Michèle Larin to adopt the minutes as presented. Adopted unanimously.*

## **4.2 QUESTIONS FROM THE PUBLIC**

No members of the public were present at the meeting.

## **4.3 BUSINESS ARISING**

### **4.3.1 Emergency Preparedness**

Patrice Delage provided an explanation of the EPP. No major changes have been made to the EPP this year, although it has been updated. Three copies of the EPP are available at the Jr campus.

*16-17-26 Motion duly proposed by Ruta Krauza and seconded by Martine Létourneau to approve the updated Emergency Preparedness Plan. Approved unanimously.*

### **4.3.2 School Fees Update**

Patrice Delage discussed last year's school fees which were not adequately presented during last year's GB meetings. School fees will be discussed in depth in April for the coming school year.

## **4.4 NEW BUSINESS**

### **4.4.1 Deeds of Establishment**

Patrice Delage presented the deeds of establishment.

### **4.4.2 Principal Selection Criteria Consultation**

Patrice Delage 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 Secretary General of LBPSB.

Patrice Delage rejoined the meeting.

### **4.4.3 Measure 30170 (Innovative Grant)**

Patrice Delage discussed the Measure *Initiatives by preschool, elementary and secondary educational institutions* (30170) innovative grant received from the Québec Government. The \$8,750 received will be used to support the following three measures:

- Offer students a stimulating learning environment by funding concrete and innovative initiatives related to the use of digital technology and resources for teaching and learning;
- Support all initiatives that foster physical activity and healthy lifestyle habits in school; and,
- Increase staff training and optimized operations in schools.

#### **4.4.4 Anti-violence & Anti-bullying Plan**

Patrice Delage 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.

*16-17-27 Motion duly proposed by Nadia Lawand and seconded by Matthew King to approve the anti-bullying and anti-violence plan as presented. Approved unanimously.*

#### **4.4.5 Capital Project**

Patrice Delage presented the list of projects to be requested from the LBPSB. The list included an upgrade to the security cameras in and around the school, renovation of classroom floors, renovation of the washrooms, paving of the parking lot, cleaning of the ventilation ducts, repairing of the flagpole and repairing of the parging at the front of the school.

#### **4.4.6 Rental Approval**

The following rental request requires approval:

- Proset Autism – rental of the gym for 10 Friday evenings (Jan. 13 to March 24) from 7:30 to 8:30 pm for volleyball and/or badminton.

*16-17-28 Motion duly proposed by Nadine Émond and seconded by Martine Létourneau to approve the rental request. Approved unanimously.*

#### **4.4.7 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.

The four consultation questions were read and discussed. Julie Smith will email the GB members' responses to the LBPSB before the deadline.

## **4.5**            **FIELD TRIPS**

### **4.5.1**           **The following fieldtrips require approval:**

- L’Astuce à Terrebonne on June 2<sup>nd</sup>, 2017 from 8:30 am to 2:00 pm for Grade 1 students. The cost is \$24 per student.

*16-17-29           Motion duly proposed by Matthew King and seconded by Martine Déziel to approve the fieldtrips as presented. Approved unanimously.*

Patrice Delage also mentioned the upcoming Junior Cross Country Run which will be held on May 8<sup>th</sup> and 9<sup>th</sup> (rain dates Mary 10<sup>th</sup> and 11<sup>th</sup>) at Dorset Elementary School in Baie D’Urfé.

## **4.6**            **REPORTS**

### **4.6.1**           **Regional Parents’ Committee**

The regional parents’ committee meeting is scheduled for February 2<sup>nd</sup>, 2017. Please consult the following link for a summary report of the upcoming meeting: <http://parents.lbpsb.qc.ca/archives>. A copy of the summary is presented in Appendix 1.

### **4.6.2**           **SNAC**

No GB member attended the last SNAC meeting. Please consult the following link to view SNAC meeting minutes: <http://snac.lbpsb.qc.ca/eng/minutes/page.asp>.

### **4.6.3**           **Council of Commissioners’ Notes**

Noel Burke presented the council of commissioner’s report. An email report was also submitted and is presented in Appendix 2. Discussion ensued regarding the content of the report. Please consult the following link to view council of commissioners’ meeting minutes: <http://www.lbpsb.qc.ca/eng/council/cminutes.asp>.

### **4.6.4**           **Home and School Report**

Sandra Gesualdi presented the Home and School report. Sent by email and presented in Appendix 3.

### **4.6.5**           **Teachers’ Report**

The Teachers’ report was sent by email and is presented in Appendix 4.

#### **4.6.6 Daycare report**

The Daycare report was sent by email and is presented in Appendix 5.

Daycare fieldtrips:

- April 21<sup>st</sup> - Bowling at Laurentian Lanes from 10:15 am to 2:30 pm - \$20/student.
- May 19<sup>th</sup> – Exporail from 10:15 am to 4:00 pm - \$20/student.

*16-17-30 Motion duly proposed by Matthew King and seconded by Michèle Larin to approve the daycare fieldtrips as presented. Approved unanimously.*

#### **4.6.7 Principal's Report**

Patrice Delage presented the Principal's report. Discussion ensued regarding the content of the report. Sent 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 the budget consultation and principal selection criteria documents via email.

#### **4.9 VARIA**

No varia.

#### **4.10 ADJOURNMENT**

*16-17-31 At 9:00 PM, motion duly proposed by Martin O'Connell and seconded by Martine Létourneau that the meeting be adjourned.*

Next meeting: Wednesday, April 5<sup>st</sup>, 2017

Respectfully submitted,  
Carole Choiniere

/CC

## APPENDIX 1: REGIONAL PARENTS' COMMITTEE REPORT FOR GB 2017/02/01

LBPSB Parents' Committee Meeting  
February 2, 2017  
7:15 p.m., Boardroom  
1925 Brookdale Ave, Dorval

### MEETING SUMMARY REPORT

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**ATTENDEES:** 28 of 48 member schools were represented, the Council of Commissioners, members of the public, and administration were also represented. A detailed Attendance record is attached.

#### **UPDATES:**

- **PC Budget:** update given.
- **Ethics Policy Revision:** Board Ethics Policy is being revised; will most likely be sent out to governing boards for feedback.
- **GB Chairs Networking Evening:** Positive feedback received regarding the training and networking event during which GB Chairs discussed hot topics such as e-voting and Bill 105. Documented guidance forthcoming.

#### **KEY TOPICS:**

- **Presentation: Roles & Responsibilities of the LBPSB given by**
  - Mr. Michael Chechile, Director General, LBPSB
  - Ms. Carol Heffernan, Assistant Director General, LBPSB
  - Mr. Steve Balleine, Assistant Director General, LBPSB

An overview of the structure of the school board, administrative groups, committees and responsibilities, and interactions between them and the parents was given. The presenters each gave an overview of their specific roles and responsibilities. A copy of the presentation can be found here.

- **Discussion: Quebec Sexuality Education Pilot Program – What do we know?**

Currently, the only LBPSB school that is piloting the program is Riverview Elementary School. Patricia, the Riverview Parent Rep, reported that the parents have received very little information. Despite being in effect since the beginning of the year, a session for parents of the school will take place only next week. Official documentation can be found on the following online resources sponsored by the Minister of Education:

  - ❖ Éducation et de l'Enseignement supérieur de Québec website
  - ❖ Program Content Publications (including grade-level Summary Table)
  - ❖ Information for Parents on the Pilot Project

Parent concerns include:

- ❖ training for teachers
- ❖ lack of information given to parents thus far

- ❖ the standardization of sexual education that is already present in the schools, delivered by health care professionals versus new subject matter being developed for younger children, even in Kindergarten
- ❖ how to get clear, detailed information to parents about the material that will be presented to the children

A presentation on the program will be given by the Board, most likely at the next PC meeting.

- A replacement parent rep to Intercultural Advisory Committee was elected.
- Non-voting parent rep to Pearson Educational Foundation was elected.
- The members of the Advisory (formerly known as the Executive) Committee were introduced and the committee itself was explained (its purpose is to discuss and make recommendations to the PC and respond to issues that require immediacy).
- Decision was made to ask our EPCA directors to request EPCA lobby the government for the following: Children over the age of 12 who come to live in Quebec from other countries, having received the bulk of their education in English, should be permitted and eligible to continue their education in English schools.

**ACTION ITEMS:**

- **Parent2Parent Newsletter:** the next newsletter will be sent to parents shortly. All content submitted by parents will be included.
- **Sharing, Sharing, Sharing:** the PC Facebook page is updated with information and events to keep parents aware of current events and issues. It is requested that parents help the process by submitting information & events to be posted.

**REPORTS:** (included as hyperlinks on the Parents' Committee website)

- Elementary West Subcommittee Report
- Elementary East Subcommittee Report (no report submitted)
- High School Subcommittee Report
- SNAC Report (no report submitted)
- Ad Hoc and External Subcommittee Reports

**DATE OF NEXT MEETING:** March 2, 2017

Please note this document contains live hyperlinks. To access to electronic version, please visit: [parents.lbpsb.qc.ca/archives](http://parents.lbpsb.qc.ca/archives).

Attendance		
Member School	Parent Rep Present	Alternate Rep Present
Allion		
Beacon Hill	Brett Hillgartner	
Beaconsfield	David Pelletier	
Beechwood	David Zerkler	
Beurling Academy	Sabi Hinkson	
Birchwood		
Children's World	Alvern Bunn	
Christmas Park		
Clearpoint	Allison Saunders	
Dorset		
Dorval		
Edgewater		
Evergreen		
Forest Hill Jr		
Forest Hill Sr		
John Rennie	Shane Ross	
Kingsdale		Lyne St Jacques
Lakeside Academy	Natasha Drysdale	Gary Kennedy
Lasalle Community Comprehensive	Roland Schubert	
Lasalle Jr	Suketa Patel	
Lasalle Sr		
Lindsay Place	Robert Lafave	Myret Smith
MacDonald	Mike Besner	
Maple Grove		
Margaret Manson	Renee Aspiotis	
Mount Pleasant		
Pierre Elliott Trudeau	Angela Berryman	Ovidiu Burlec
Pierrefonds Comprehensive		Marisa Petruzzo
Riverdale	Ivana Schattauer	
Riverview	Patricia Mercier	
Sherbrooke Academy Jr.		
Sherbrooke Academy Sr.	Jeremy Asch	
Soulange		
Springdale		
St. Anthony		Lisa Philipp
St. Charles		
St. Edmund	Lyane Trépanier	
St. John Fisher Jr	Matthew King	Nadia Lawand
St. John Fisher Sr	Christina Forrest	
St. Patrick		
St. Thomas	Sharad Bhargava	Bobbi Brown
Sunshine Academy		
Terry Fox	Sophie-Lynn Paré	
Verdun		
Westpark	Alaina Gross	Caralee Salomon
Westwood Jr		
Westwood Sr	Frank Clarke	
Wilder Penfield		Onnig Kouyoumdjian
SNAC	Jennifer DiMarco	
<b>Other distinguished attendees:</b>		
Steve Balleine (Administration)		Chris Eustace (Public)
Suanne-Stein Day (Council of Commissioners)		Barbara Schnider (Public)
Nan Beaton (Council of Commissioners)		
<b>28/48 Member Schools Represented</b>		



## **APPENDIX 2: COUNCIL OF COMMISSIONERS' REPORT FOR GB 2017/02/01**

### **Council of Commissioners – Unofficial Notes Meeting of January 2017 Lester B. Pearson School Board**

*THESE NOTES ARE FOR INFORMATION ONLY AND SHOULD NOT BE ASSUMED TO BE EITHER AN ACCURATE OR COMPLETE RECORD OF THE PROCEEDINGS OF THE ABOVE DATED MEETING. THE SUBSEQUENTLY APPROVED MINUTES STAND AS THE OFFICIAL RECORD OF ALL COUNCIL MEETINGS.*

#### **Québec City Shooting at the Mosque:**

A moment of silence was observed and a resolution of support to solidarity with the Muslim community and inclusivity in society was passed by Council.

#### **Policy on Commissioner Ethics:**

A second draft has been prepared and will be brought to Council in February to initiate a wide consultation process before its adoption in the spring.

#### **Communications:**

A position of Communications Professional has been posted to support the marketing of the board, its schools and centres, and their programs.

#### **New Curricula:**

Concerns were expressed by both the public and the teachers' union with respect to the implementation and consultation processes on the new History Program, the Financial Literacy Program, and the piloting of Sexual Education Program.

#### **Student Commissioners:**

Orientation workshops are once again organized for Grade 6 students to ease their transition to high school.

Also the Central Students Committee continues to explore needs for high school as a learning environment.

Support was expressed for the presence of the Sexual Education Program.

#### **QESBA:**

The association will pay the registration for one LBPSB commissioner to attend the CSBA conference in July.

The distribution of the Canada-Québec Entente for education funding is being reviewed for the next agreement in 2018.

#### **Group Purchasing:**

Lester B. Pearson School Board will participate in the group purchasing of rebuilt computers, dairy products, and grocery products in non-binding agreements.

#### **Pearson Educational Foundation:**

Upcoming events include a Benefit Comedy Show on March 31 at Lakeside, and the annual Impact Soccer game on April 15. Details on the PEF website.

### **APPENDIX 3: HandS REPORT FOR GB 2017/02/01**

H&S Report for GB - February  
Submitted by Sandra Gesualdi, President

- Share-A-Book program will be launched soon. H&S has partnered with Babar Books. Families will be able to choose a book from the list compiled by our librarians. All transactions will be done online. Babar will send the purchased books to school.
- Some ideas for next year's Fair are to incorporate vendor's tables to help offset the cost of running the fair, pair down the number of activities and discussion included eliminating the lunch cafe but keeping the bake sale.
- Zumba night is tomorrow evening - a great fundraiser! 50+ have registered.
- Plans have been set for a Chapters FUNdriaser evening on March 1st. Chapters will donate 15% of sales from 4-9pm. We will have a table set up, volunteers, newsletter and school info on hand. We hope to have an electronic frame setup to showcase student artwork.
- Movie night at JR, in December was a great success...300+ attended.
- We have added a price list and inventory list on the school website for SJF Apparel
- H&S has decided to allocate FundScrip funds towards purchasing canopy tents for the schools; to be used at tournaments, runs, and as outside classrooms during the warm months.
- SJF was very well presented at Open House. Refreshments were provided from H&S and volunteers lead tours of the Jr school.
- A contract has been signed with Editions Vaudreuil for the next school year.
- The Annual Fran Lowry Blood Drive had 137 donors. H&S volunteers donated baked goods for the refreshment table.
- Appreciation days are set for teachers, caretakers, secretaries, librarians, bus drivers and daycare staff.
- Looking forward, the following activities are planned:
  - Self defense class, community walk fundraiser, book fair, family BBQ
- The June meeting is rescheduled to June 14th.

SJF is very blessed to have dedicated volunteers and a very active Executive Team to realize all these activities - all for the good of our students.

Quote of the month: We must always change, renew, rejuvenate ourselves, otherwise we harden. (Goethe).

**APPENDIX 4: TEACHERS' REPORT FOR GB 2017/02/01**

January 26<sup>th</sup>

Nadine Émond participated in an Art dramatique à la maternelle workshop on a Winter and Valentine's Theme.

January 26<sup>th</sup>

Our School Success Team members attended a two hour conference on The Power of Collaborative Inquiry in Schools. Lots of information to assimilate in a short afternoon!

## **APPENDIX 5: DAYCARE REPORT FOR GB 2017/02/01**

### **New Rate for Daycare:**

As of January 1<sup>st</sup> parents will be paying \$8.15 per day for daycare services.

### **Ped Days:**

*February 10th*

We will be having a carnival day! The children will be kept busy with activities such as snow graffiti, relay races and ring toss, but most of all they will enjoy sliding on crazy carpets at Sunnyside Park and having a cup of hot chocolate with marshmallows afterwards!

*April 21<sup>st</sup>*

We need GB approval to go bowling at Laurentian Lanes. Our ratio would be 1/10 approximately. Fees charged would be a maximum \$20.00 per child, including supervision, busing and entrance fees.

*May 19<sup>th</sup>*

We need GB approval to go to Exporail. 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**

Éduc-Action Activities started on January 17<sup>th</sup>, and will end on March 21<sup>st</sup>. We have approximately 130 spots that were booked.

Our daycare sponsored Robotics group started last week on Wednesday. Children had a great time.

### **Income Tax Receipts**

Receipts will be sent home the week of February covering fees paid between January 2016 and December 2016.

### **Internships:**

#### **Dawson CLRT**

Dylan O'Hara, a first year student, will be joining us in a Grade 2 group to do his placement of 45 hours. He starts on Wednesday, February 1<sup>st</sup>, and will be here until the end of April.

### **Lunch hour switch:**

On Monday, February 6<sup>th</sup>, we will switch our lunch groups. The grade one and two classes will now eat first and play outdoors afterwards and the reverse for the Kindergarten classes.

 Happy Valentine's Day

## APPENDIX 6: PRINCIPAL'S REPORT FOR GB 2017/02/01

### **1- Staffing:**

- Enrollment now up to 252 (2 new students in grade 1).
- Lyne Bérubé possible return has been pushed to February at this point. Mme. Dubois continues to replace her.

### **2- Maintenance:**

- New signs (permanent signs) were put up in the school to better direct substitute teachers, parents and visitors in the school.
- Signs were also put outside in the bussing area and staff parking lot for safety issues.

### **3- Culture à l'école:**

- “La semaine des Arts” was a great success. Two artists worked with the students this week. Mr. Boutin marionnettiste and Mme. Tremblay technique de feutrage. A display was done with the older grades and placed in the main lobby for the Open House next week. Mr. Boutin coming back on February 3<sup>rd</sup> for two representations

### **4- Open House:**

- Was well attended with over 67 families visiting us. Registration for new students starting this week. Update with numbers should come at the end of the week. Many questions pertaining to the Early French Immersion program, use of technology and the link between the two campuses.

### **5- School educational project:**

- Discussion was had at the School Council level pertaining to subject taught by specialist. More specifically the ELA component and the concern of aligning our school success plan with our early French Immersion program.

### **6- Week before X-mas:**

- Many activities were planned daily by our special activity committee during the last week before the Holidays (bingo, movie, caroling, arts and craft).

### **7- Pierre Lavoie Fondation Grant update:**

- Wooden logs were delivered in the front on the school on Monday, Dec. 6th by the city of Pointe-Claire via a contact made by Mme.

Nadine. Several meetings have already happened in order to get things moving. Thinking outside the box is key!

**8- School news:**

- January bulletin was sent out on January 17<sup>th</sup>.

**9- Voyageur Summer Camp:**

- Will most probably be using our school for a their two week program this summer. Clearpoint has been the host for the past couple of years and is having major renovation planned this summer.