

**St. John Fisher Elementary – Junior Campus  
Governing Board Minutes - 2017/04/05  
7:10 – 8:55 PM  
Junior Campus – Staff room**

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**Type of meeting: Governing Board – Regular 2016-17 #5**

**Participants:**

Parents: Carole Choiniere, Julie Smith, Martin O’Connell, Nadia Lawand

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

Support Staff: Ruta Krauza

Principal: Patrice Delage

Commissioner: Absent

Community Rep: Vacant

Visitor(s): None

Absent: None

Regrets: Matthew King, Noel Burke

**AGENDA TOPICS**

**5.1.1 Call to Order & Welcome**

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

**5.1.2 Adoption of the Agenda**

**16-17-32** *After discussion and amendments to the agenda, including numbering changes, motion duly proposed by Ruta Krauza and seconded by Martine Létourneau to adopt the modified agenda. Adopted unanimously.*

**5.1.3 Adoption of the February 3<sup>rd</sup>, 2016 minutes**

**16-17-33** *After discussion and amendments to the minutes, which included a name change in Section 4.4.4 – Anti-Violence & Anti-Bullying Plan, motion duly proposed by Martin O’Connell and seconded by Michèle Larin to adopt the modified minutes arising from the Governing Board (GB) meeting of February 1, 2016. Adopted unanimously.*

## **5.2 QUESTIONS FROM THE PUBLIC**

No members of the public were present at the meeting.

## **5.3 BUSINESS ARISING**

No business arising.

## **5.4 NEW BUSINESS**

### **5.4.1 GB Composition Consultation**

Julie Smith presented the governing board composition letter sent by the Lester B. Pearson School Board (LBPSB). The St. John Fisher Jr. governing board is currently composed of 12 members including 5 parents, 5 staff and 2 community representatives. The principal is not considered to be a member.

The GB members agreed to request a change in the composition of the governing board for the upcoming year. A letter of request to reduce the number of parent members to 4 as well as staff members to 4 will be sent to the school board.

### **5.4.2 Commissioners Code of Ethics and Professional Conduct**

Julie Smith presented Bylaw 5: Code of Ethics and Professional Conduct Applicable to the Council of Commissioners. Discussion ensued regarding the Code of Ethics. Nadine Émond will create a Google Doc to allow the board members to make comments or suggestions regarding the Code of Ethics. If suggestions are made, an email response will be forwarded to the LBPSB.

### **5.4.3 Bylaws 1 and 1E Consultation**

Julie Smith presented Bylaws 1 (2017) and 1E (2107) regarding the date, time and place of regular council of commissioners meetings and executive committee meetings. Given that there were no objections to the proposed dates, times or places, no reply is required at this time.

### **5.4.4 Three-Year Plan of Allocation and Destination of Immovables 2017-2020**

Patrice Delage presented the Three-Year Plan of Allocation and Destination of Immovables for 2017-2020. Given that no comments were made, no reply is required at this time.

**16-17-34** *Motion duly proposed by Martine Létourneau and seconded by Martine Déziel to approve no response with regards to the Three-Year Plan as presented. Approved unanimously.*

#### **5.4.5 SJF Annual Report (2015-16)**

Patrice Delage presented the SJF Annual Report from the previous year. Mr. Delage pointed out that the annual report was a source of information and was shared by both Jr. and Sr. campuses. In the future, only new sections of the annual report will be highlighted and presented.

#### **5.4.6 Subject Allocation**

Patrice Delage presented the subject allocation plan. Mr. Delage explained that the staff had a meeting to discuss what is going well at the school and what needs improvement. Mr. Delage would like to school to become an “école active” which incorporates more physical activity. The proposed changes include an outdoor and health class taught in English and a digital literacy class, also taught in English. Physical education and music would remain unchanged. These changes will be conducted in conjunction with the senior campus.

*16-17-35 Motion duly proposed by Nadine Émond and seconded by Martin O’Connell to approve in principal the points put forward by Mr. Delage. Approved unanimously.*

#### **5.4.7 Rental Approval**

Patrice Delage presented the following rental requests requiring approval.

- LBPSB – rental of the gym from April 11, 2017 to May 30, 2017 between 5:00 and 7:00 pm for volleyball.

Discussion ensued regarding safety considerations given the time slot of the rental request and the presence of children at daycare until 6:00 pm. A 6:00 to 8:00 pm time slot would be preferable.

*16-17-36 Motion duly proposed by Martine Létourneau and seconded by Michèle Larin to approve the rental request with the outlined modification. Approved unanimously.*

- Proset Autism – extension of rental of the gym on Friday evenings until June 2<sup>nd</sup> from 7:30 to 8:30 pm for volleyball and/or badminton.

*16-17-37 Motion duly proposed by Nadia Lawand and seconded by Létourneau to approve the rental request. Approved unanimously.*

### **5.5 FIELD TRIPS**

#### **5.5.1 Field Trip Approvals**

Patrice Delage presented the upcoming field trips requiring approval.

- Outing to the Musée des enfants in Laval on April 28, 2016 for kindergarten students. The cost is \$26 per child.
- Junior Cross Country Run on May 9, 2017 (Rain dates May 11 or 12) for kindergarten to grade 2 at Dorset Elementary School in Baie d'Urfé. The cost will be \$6.00 per student.

**16-17-38** *Motion duly proposed by Carole Choiniere and seconded by Nadia Lawand to approve the field trips as presented. Approved unanimously.*

## **5.6** **REPORTS**

### **5.6.1** **Regional Parents' Committee**

Nadia Lawand and Matthew King both attended the meeting held in February 2017. Neither could attend the meeting held in March 2017. Summaries of both meetings were submitted by email and are presented in Appendix 1.

### **5.6.2** **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>

### **5.6.3** **Council of Commissioners' Notes**

Noel Burke was unable to attend the GB meeting and no report was provided. Please consult the following link to view council of commissioners' meeting minutes: <http://www.lbpsb.qc.ca/eng/council/cminutes.asp>

### **5.6.4** **Home and School**

Sandra Gesualdi from HandS was unable to attend the GB meeting and no report was provided. Please consult the following link to view the HandS newsletters: <http://stjohnfisher.lbpsb.qc.ca/hsdocs.htm#News>

### **5.6.5** **Teachers' Report**

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

### **5.6.6** **Daycare report**

The daycare report was submitted by email and is presented in Appendix 3.

### **5.6.7** **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 4.

**5.7**            **QUESTIONS FROM THE PUBLIC**

No members of the public were present at the meeting.

**5.8**            **CORRESPONDENCE**

Julie Smith received an email from Mme Bourassa regarding a report from the AQFLS. Julie Smith will forward the link to the GB members.

**5.9**            **VARIA**

No varia.

**5.10**          **ADJOURNMENT**

**16-17-39**      *At 8:55 PM, motion duly proposed by Martine Létourneau and seconded by Ruta Krauza that the meeting be adjourned.*

Next meeting: Wednesday, May 3<sup>rd</sup>, 2017

Respectfully submitted,

Carole Choiniere  
/CC

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

### **Lester B Pearson School Board Parents' Committee – February 2, 2017**

LBPSB Parents' Committee Meeting

**February 2, 2017**

7:15 pm, Boardroom

1925 Brookdale Ave, Dorval

#### **MEETING SUMMARY REPORT**

**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
- ❖ 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.
- 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 our website: [parents.lbpsb.qc.ca/archives](http://parents.lbpsb.qc.ca/archives)

### **Lester B Pearson School Board Parents' Committee – March 2, 2017**

LBPSB Parents' Committee Meeting

**March 2, 2017**

7:00 pm, Boardroom

1925 Brookdale Ave, Dorval

#### **MEETING SUMMARY REPORT**

**ATTENDEES:** Representatives of 20 of 48 member schools were in attendance, as well as non-representative parents and members of the general public. Deborah Dixon, principal of Riverview Elementary, was also in attendance.

## UPDATES:

- **Parent2Parent Newsletter:** sent out on March 1<sup>st</sup>; received positive feedback on content and layout
- **Expense Reimbursement:** proper procedure for claiming expenses/ being reimbursed was confirmed & will be put on the PC website
- **Budget Consultation:** draft was presented; motion was made and passed to keep the document open to comments/ discussion on Basecamp until March 16<sup>th</sup>, and by the 23<sup>rd</sup> the Internal and External Consultations subcommittee will present a new draft to be voted on (by March 25<sup>th</sup> so it can be submitted by the deadline of March 31<sup>st</sup>)

## KEY TOPICS:

- **Québec Sexuality Education Pilot Program Presentation:** presented by Marie- Eve Claude, Assistant Director of Student Services, LBPSB, and Mylaine Cardin and Elizabeth Larouche Côté, Educational Consultants; included:
  - a summary of the aims of the new program (standardize the curriculum to ensure all students are receiving the same education, teach children the proper names of their private parts so they can better understand and communicate sexual impropriety, promote healthy body images and respect for diversity, etc.),
  - a brief history on how Riverview Elementary was chosen to pilot the new program (it is the only **English** school in Québec of fifteen piloting the project),
  - an overview on themes and time required (six themes are covered under the pilot project, with teaching time ranging from five hours in kindergarten to ten hours in grade six; it is estimated that there will be fifteen hours in grade eleven),
  - an explanation of why it's important the LBPSB was involved (English material was not available at the time so the Student Services Department created their own; the Ministry went on to use the LBPSB template in the Anglophone sector),
  - a delineation of the roles of key players (Ministry sets objectives and provides the tools needed, the school board offers support to the pilot school, the school teaches the content, and the parents speak to their children about what they have learned and reframe their understanding as needed),
  - reiteration than Sexuality Education **is** currently being taught in our schools (see board initiative: FLASH); however, as it is not standardized, the differences between what the students were being taught before and what will be taught under the new curriculum can vary from school to school and is not easily surmised; new curriculum is standardized and mandated by the Ministry of Education, and there is no 'opt out' option,
  - summary of the training underwent by teachers at Riverview Elementary, issues faced with concerned parents, and steps that will be taken to address those concerns (by Riverview principal D. Dixon),
  - acknowledgement of parents' reservations and agreement that communication is very important in inspiring confidence in the program and in allowing parents to be involved with regards to clarifying, explaining, and shaping what their children have learned,
  - examples of the language that will be used to teach sensitive material to young children,
  - reassurance that the conversation is ongoing, and that a September 2017 implementation as planned is unlikely; the LBPSB will be suggesting the implementation of the curriculum be delayed,
  - confirmation that if administration sees a need, a larger parent presentation could be arranged at a later date,



- encouragement to discuss the presentation with their school's parents and GBs,
- opportunity for parents in attendance to voice their comments and concerns (range from issues with lack of communication, concern over age-appropriateness of material, questions on the necessity of the material, worry over the qualifications of the people teaching the subject matter, etc.), and
- direction towards various resources:

<http://www.education.gouv.qc.ca/en/contenus-communs/education/sexuality-education/essential-learning/>  
<https://kidshealth.org/>  
<https://www.protectchildren.ca/app/en/>  
<http://mediasmarts.ca/>

**VARIA:**

- LBPSB administration made the decision to go ahead with all school trips to the USA while the travel ban is not in effect; they will, however, examine issues on a case by case basis regarding reimbursements for those who no longer wish to send their children on a trip to the USA.
- It was reiterated that each individual (parent reps and alts) should be the only one to have access to their individual password, and they were directed to follow the instructions outlining how to change their passwords posted on Basecamp and the Parents' Committee's website here.
- There is an Ethics Consultation in effect that has been delegated to the *Internal and External Consultations* ad hoc subcommittee.
- PEF (the Pearson Educational Foundation) will be holding a comedy night headlining Joey Elias on March 31st at Lakeside Academy.
- PEF is also selling tickets for the Montréal Impact game on April 15<sup>th</sup>.
- Registration is open for the Amazing Prevention Adventure for grade 5 & 6 students and their parents; it will be taking place on three different dates at three different schools to facilitate access.

**REPORTS:** (hyperlinks to the Parents' Committee website)

- Elementary West Subcommittee Report (none)
- Elementary East Subcommittee Report (none)
- High School Subcommittee Report
- SNAC Report

**DATE OF NEXT MEETING:** April 6, 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)

## **APPENDIX 2: TEACHERS' REPORT FOR GB 2016/04/05**

February 13-14<sup>th</sup>

Adrienne Levert-Sauriol, Martine Déziel and Patrice Delage attended the annual LCEEQ conference on Integration of Technologies.

March 22-23-24<sup>th</sup>

Marie-José Royal and Sylvie Corbeil attended a very informative and insightful Conference at the ITA (Institut des troubles d'apprentissage).

## **APPENDIX 3: DAYCARE REPORT FOR GB 2016/04/05**

### **Snow Day:**

All parents were given a credit for the March 15<sup>th</sup> snow day.

### **Income Tax Receipts:**

All receipts were issued and received by parents. A second run will be done in a couple of weeks, to cover any payments we received after our cut-off date in February, for 2016 invoices

### **Ped Days:**

We had Artista Café in on March 24<sup>th</sup> and they painted up some beautiful tulip bowls which are being fired. April 21<sup>st</sup> we are going bowling at Laurentian Lanes and everyone is looking forward to it.

### **Robotics:**

All the children who participate are thrilled when their name is chosen and absolutely love Miss Elizabeth. The current Robotics group takes place on Wednesdays.

### **Extracurricular Activities**

Our spring session started Thursday, March 30<sup>th</sup>. At last count 115 activity spots were purchased. Soccer is always a big hit with our students and for the first time we opened up 2 classes, one for Kindergarten only and the other for grades 1 and 2. The children are thrilled.

## APPENDIX 4: PRINCIPAL'S REPORT FOR GB 2016/04/05

April 5th, 2017

### 1- **Staffing:**

- Enrollment for next year is at 230 at this point. (kindergarten 79, grade one 78, grade two 74).
- Staffing appointment with HR happening next week. Looking to have 5 Kindergarten, but not clear yet on allocation in order levels (looks like 3 grade 1, a split 1/2 and 3 grade 2).
- Lyne Bérubé possible has been pushed to the end of April at this point. Mme. Dubois continues to replace her for the moment until the end May.

### 2- **Parent-Teacher:**

- Seemed to go well! List of no shows important (for follow up purpose).

### 3- **Report cards:**

- They were made available on Wednesday March 15<sup>th</sup> (snow day) via the Fusion Portal. No major issue mentioned by parents. IS is looking at some glitches that were mentioned about class average not showing for some reason.

### 4- **Nutrition month:**

- Many healthy initiatives were held during the month of March in several classes. The key point was the play “Malbouffa 2 Kakophonie” on Thursday, March 30<sup>th</sup>.

### 5- **Peaceful School:**

- The first month of the peaceful school committee has gone very well. Students had an extra 10 min. recess on Friday morning after the regular recess. Thank you to teachers who volunteered to do an extra supervision. Much appreciated!
- Looking at good citizen virtue for April.
- PALS initiative continues in the classroom and students need a reminder on how we solve problems using their words.
- Looking for flag and Peaceful School plaque.
- Also looking to get some signs up in and around the school.

### 6- **Semaine de la littérature:**

- Is happening this week and plan was shared by the committee last Friday (see day book for more information).
- Various activities have been planned (guess speaker, visit to local library, etc.) and the front display in the school lobby was changed in order to celebrate this event.

**7- Teacher allocation 2017-18:**

- Consultation was had with the staff and changes will be presented at the Governing Board meeting Wednesday. Priority to active living and Digital Literacy were the key modifications. However, all subjects are still taught in English.

**8- Portfolio evening:**

- Letter was sent home yesterday. Three sessions planned with a break for dinner (3:00 p.m. to 7:00 p.m.).

**9- Spring cleaning:**

- The daycare is cleaning the space next to the library to make room for storage. The Goal is to clean up the mezzanine and have things discarded if it has not been used for a long time.
- The entrance Hall was refreshed with new paint as well as one wall in the library (window side). Looking at revamping the library over the next few years (open space, reading area, etc.).

**10- School news:**

- March bulletin was sent out on March 14<sup>th</sup> and next one planned for next week.

**11- Info. techno. and active lunch:**

- Looking to do little informal technology workshop sharing at lunch once a week was mentioned at the last staff meeting, as well as health walk once a week (Wednesday walk).