

**St. John Fisher Elementary – Junior Campus  
Governing Board Minutes - 2017/12/13  
6:37 – 8:00 PM  
Junior Campus - Room 3**

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**Type of meeting: Governing Board – Regular 2017-18 #2**

**Participants:**

Parents: Carole Choiniere, Martin O’Connell, Nadia Lawand, Phil Lambert

Teachers: Adrienne Levert-Sauriol, Michèle Larin, Martine Déziel, Monique Shannon, Kathy Stevenson

Support Staff: Ruta Krauza

Principal: Patrice Delage

Commissioner: Absent

Community Rep: Vacant

Visitor(s): Sandra Gesualdi, HandS Representative

Absent: None

Regrets: Matthew King

**AGENDA TOPICS**

**2.1.1 Call to Order & Welcome**

Patrice Delage called the meeting to order at 6:37 PM and welcomed everyone.

**2.1.2 Adoption of the Agenda**

*17-18-13 After discussion and amendments to the agenda, including numbering changes, motion duly proposed by Adrienne Levert-Sauriol and seconded by Monique Shannon to adopt the modified agenda. Adopted unanimously.*

**2.1.3 Adoption of the October 4<sup>th</sup>, 2017 minutes**

*17-18-14 Motion duly proposed by Adrienne Levert-Sauriol and seconded by Phil Lambert, to adopt the minutes as presented. Adopted unanimously.*

## **2.2 QUESTIONS FROM THE PUBLIC**

No members of the public were present at the meeting.

## **2.3 BUSINESS ARISING**

### **2.3.1 Ratification of Kindergarten Outing**

Patrice Delage sent an email to the GB members requesting approval for the following:

A Grade 1 fieldtrip on October 25<sup>th</sup>. The majority of the board voted in favour.

*17-18-15 Motion duly proposed by Carole Choiniere and seconded by Ruta Krauza to ratify the email vote. Approved unanimously.*

### **2.3.2 Rental Follow-Up**

Nadia Lawand followed up with the school board regarding how rental money is distributed and spent. It was explained that the money is centralized at the board level and is not available to the individual schools per se.

### **2.3.3 GB Income Statement**

Patrice Delage explained that the school board gives money to the GB every school year. The amount for the 2017-2018 school year is \$294.

### **2.3.4 Parents' Code of Conduct**

Patrice Delage discussed the parents' code of conduct which is presented in Appendix I of the anti-violence and anti-bullying plan. The code of conduct is posted in all LBPSB facilities. Discussion ensued.

### **2.3.5 Community Rep Follow-Up**

Although board members approached potential candidates, no candidates expressed interest. The position will remain open. Nadia Lawand and Phil Lambert will approach other possible candidates.

### **2.3.6 Commissioner Update**

Ms. Judy Kelley was appointed as the new commissioner for Ward 4.

### **2.3.7 GB Training Update**

Nadia Lawand explained that last year's webcast of the GB training offered by the LBPSB was still available on the LBPSB website. Nadia Lawand will send the weblink to the GB members via email.

### **2.3.8 Consultations (Student Learning Policy)**

Patrice Delage presented the consultation launch of the Evaluation of Student Learning Policy (Resolution number 2017-10-#03). The GB members decided to submit a response to the school board. Carole Choiniere will prepare a Google Doc with a response letter so that the GB members may add comments or suggestions. Once commented on, the letter will be finalized and sent to the board.

## **2.4 NEW BUSINESS**

### **2.4.1 Daycare Budget**

The daycare budget was presented by Ruta Krauza. Patrice Delage.

*17-18-16 Motion duly proposed by Adrienne Levert-Sauriol and seconded by Monique Shannon to approve the daycare budget. Approved unanimously.*

### **2.4.2 School Budget**

The school budget was presented by Patrice Delage.

*17-18-17 Motion duly proposed by Ruta Krauza and seconded by Phil Lambert to approve the school budget. Approved unanimously.*

### **2.4.3 PELO Program**

The program will begin in mid-January 2018 and take place on Tuesdays and Wednesdays for 20 weeks.

### **2.4.4 Annual Blood Drive**

The annual Fran Lowry blood drive is to be held on January 31<sup>st</sup>. The target is 145 donors.

*17-18-18 Motion duly proposed by Ruta Krauza and seconded by Adrienne Levert-Sauriol to approve the annual blood drive. Approved unanimously.*

### **2.4.5 Emergency Preparedness Plan**

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.

*17-18-19 Motion duly proposed by Monique Shannon and seconded by Martin O'Connell to approve the updated Emergency Preparedness Plan. Approved unanimously.*

## **2.5**            **FIELD TRIPS**

### **2.5.1**           **Field Trips**

The following field trips require approval:

- L'écoute active – Théâtre de Marionnettes at the Théâtre de l'illusion in Montréal on May 3<sup>rd</sup>, 2018 from 8:45 am to 11:45 am for Kindergarten students. The cost is \$21 per student.
- Vocabulaire des animaux at Intermiel in Mirabel on May 29<sup>th</sup>, 2018 from 8:20 to 2:15 pm for Kindergarten students. The cost is \$26 per student.
- Explorations, manipulations et découvertes des bestioles et leurs environnements with Éducazoo at the school on February 2<sup>nd</sup>, 2018 for Grade 2 students. The cost is \$21 per student.

*17-18-20        Motion duly proposed by Monique Shannon and seconded by Carole Choiniere to approve the field trips as presented. Approved unanimously.*

## **2.6**            **REPORTS**

### **2.6.1**           **Parents' Committee (PC)**

Carole Choiniere presented the five meeting summaries available on the LBPSB website. Discussion ensued. Please consult the following link to view the meeting summaries: <http://parents.lbpsb.qc.ca/reports>.

### **2.6.2**           **SNAC**

No SNAC representative was voted onto the GB. No report was therefore provided. Please consult the following link to view SNAC meeting minutes: <http://snac.lbpsb.qc.ca/eng/minutes/page.asp>.

### **2.6.3**           **Council of Commissioners'**

The new commissioner 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>.

### **2.6.4**           **Home & School**

Sandra Gesualdi from HandS presented the Home & School report including the budget and newsletter. Discussion ensued. Please consult the following link to view the HandS newsletters: <http://stjohnfisher.lbpsb.qc.ca/hsdocs.htm#News>.

### **2.6.5 Teachers' Report**

Adrienne Levert-Sauriol presented the Teachers' report which consisted of pedagogical topics only. The report is presented in Appendix 1.

### **2.6.6 Daycare**

Ruta Krauza presented the Daycare Report. The daycare report is presented in Appendix 2.

### **2.6.7 Principal's Report**

Patrice Delage presented the Principal's report. Discussion ensued regarding the content of the report. The report is presented in Appendix 3.

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

No members of the public were present at the meeting.

### **2.8 VARIA**

The following varia topics were discussed:

- A tree branch to the left of the school yard passage way is overhanging and cracked. A GB member will contact public security to request action be taken.
- Sandra Gesualdi mentioned that there is a sing along choir in Dorval the evening of Sunday, December 17<sup>th</sup>, 2017.
- A GB member was approached by some parents wondering why the Holiday concerts could not be held in the evenings and why it wasn't filmed. Patrice Delage explained that due to logistics and teacher contracts, holding concerts in the evening is not a possibility at the moment. Filming the concerts is also difficult due to consent forms.

### **2.9 CORRESPONDENCE**

No correspondence was received.

### **2.10 ADJOURNMENT**

*17-18-21 At 8:00 PM, motion duly proposed by Adrienne Levert-Sauriol and seconded by Martine Déziel that the meeting be adjourned.*

Next meeting: Wednesday, January 31<sup>st</sup>, 2018

Respectfully submitted,

Carole Choiniere  
/CC

## **APPENDIX 1: TEACHERS' REPORT FOR GB 2017/12/13**

- 19 octobre – Martine L. est allée à un atelier de « deep learning »
- 3 novembre – Ann Hunter atelier de « Poull Ball »
- 3–4 novembre – Nadine Emond :
  - APEQ Sherbrooke
  - Accompagner le développement de la maturité affective et la maturation du cerveau de l'enfant de la maternelle
  - Les comportements des enfants sont leur langage affectif
  - Repenser l'éveil aux math par les progressions développementales
  - Accompagner l'enfant dans le développement de ses fonctions exécutives
  - Mes mots, tes mots, ses mots, un à la fois
- 23-24 novembre – Congrès au Hyatt Regency – annual conference
  - Guest speaker : Naomi Klein et Mario Cyr
- 4 décembre – Marie-Josée Royal et Martine Létourneau ont assisté à une journée complète de « Signature » avec Lyne Sénécal
- Georgina – not a formal workshop but a colleague taught me how to use a coding program which I am now using in Digital Literacy.

## **APPENDIX 2: DAYCARE REPORT FOR GB 2017/12/13**

- **Extracurricular activities** – Everything is running smoothly. Registration is ongoing for the winter session.

- **Ped days**

On Thursday *November 23rd*, the children went to see le Manoir magique at Cinema Beaubien and they loved it.

Monday, January 22<sup>nd</sup> will be an in school ped day. We are planning a Carnival Day with lots of outdoor activities. Fee = \$15

Friday, February 9<sup>th</sup> will also be an in school ped day and our theme will be Valentine's Day. Fee = \$15

- **Extended Kindergarten Lunch**

Everything is running smoothly and the children are enjoying themselves.

- **FYI**

Thursday, December 21st at 3:00 p.m. the children will be treated to a Christmas magic show with Blair Marshall. They have also prepared songs to entertain each other and they will be treated to a cookie and juice. We have arranged all this at no cost to parents. We are asking parents to only pick up their children around 4:30 p.m.

### **APPENDIX 3: PRINCIPAL'S REPORT FOR GB 2017/12/13**

#### **1- Staffing:**

- Enrollment is still at 231 students.
- Janice Murray (Mme. Tessier) is replacing Mme. Corbeil who is on leave until mid-January.

#### **2- Maintenance:**

- Installation of stepping trunks and logs are planned for the spring 2018 at this point. Equipment was picked up for storage.
- Tree cutting and pruning happened on Friday, Nov. 24<sup>th</sup>.
- The second phase of the library shelving came in last Friday and some of the old shelves have been picked up by the Board for storage. Placing the books on the new shelves has been done. Thank you to the volunteers. Lighting is also being looked at this point.

#### **3- Francisation, Wellness and Homework :**

- Most programs have started at this point. Synchronizing the resource was challenging this year with Maria V. being available only on Friday's. Homework groups (focus on reading) will be done by Maria V.
- Wellness will be done every day for 30 minutes in the morning by Deidra Yim (8 to 10 week program. Groups can and will be changed according to needs).
- Francisation is pending at the time of writing this report. The goal is to have it twice a week in order to be beneficial for the students.

#### **5- Educational Plan:**

- The school success team has met several times already. Direction 1 (improving achievement) and 2 (ensuring wellness) are mostly done. Mission and vision statement to be discussed with the Senior campus at some point in January. Last direction (Strengthening engagement) will be worked on in January. The plan is to share the Educational project with GB in the new year.

#### **6 - Parent-Teacher interviews:**

- Went very well with the Fusion portal booking. Most teachers saw their entire classes. Teachers are asked to inform the principal of parents not able to attend the parent-teacher evening.



### **7 – Report card & School bulletin:**

- First term report cards were made available on the Fusion portal on November 20<sup>th</sup>. All went very well very few requests came to the office. Parents were redirected to the Fusion portal information sent to them in October.
- The December bulletin was sent on Dec. 5<sup>th</sup>.

### **8 - Extracurricular activities:**

- Educ-action fall session finished on Nov. 30<sup>th</sup> and the winter session will start in mid-January 16<sup>th</sup> (Tuesday, Wednesday and Thursday).
- PELO budget has been confirmed the plan is to start sometime in January. The teacher is confirmed and a letter for those who showed interest will be sent home this week.
- Takabouger was offered on Tuesday this fall and we are planning to have them return in the new year with new activities. A brief show to mark the end of the session was given to the parents and some daycare students on December 5<sup>th</sup>.

### **9 – Home & School:**

- The Christmas Fair went extremely well and was very well attended by the SJF community. Thank you to all volunteers (students, parents, grand-parents) and for all the hard work in order to make this event so successful again this year.
- For the second year a Christmas movie night is planned at the Junior campus on December 15<sup>th</sup> at 6:45 p.m. Frosty the Snowman will be featured. Flyers went out last week to promote this event.
- Sound system from the H & S wish list has been ordered and was delivered on Friday, December 8<sup>th</sup>.