

**St. John Fisher Elementary – Junior Campus
Governing Board Minutes – 2018/01/31
7:11 – 8:30 PM
Junior Campus – Room 3**

Type of meeting: Governing Board – Regular 17-18 #3

Participants:

Parents: Martin O’Connell, Matthew King, Nadia Lawand, Phil Lambert

Teachers: Adrienne Levert-Sauriol, Michèle Larin, Marie-Josée Royal, Georgina Okker

Support Staff: Ruta Krauza

Principal: Patrice Delage

Commissioner: Judy Kelley

Community Rep: Vacant

Visitor(s): None

Absent: None

Regrets: Carole Choiniere

AGENDA TOPICS

3.1.1 Call to Order & Welcome

Nadia Lawand called the meeting to order at 7:11 PM and welcomed everyone.

3.1.2 Adoption of the Agenda

17-18-22 After discussion and amendments to the agenda, including numbering changes, motion duly proposed by Ruta Krauza and seconded by Adrienne Levert-Sauriol to adopt the modified agenda. Adopted unanimously.

3.1.3 Adoption of the December 13th, 2017 Minutes

17-18-23 Motion duly proposed by Matthew King and seconded by Ruta Krauza to adopt the minutes arising from the Governing Board (GB) meeting of December 13, 2017 as presented. Adopted unanimously.

3.2 QUESTIONS FROM THE PUBLIC

No members of the public were present at the meeting.

3.3 BUSINESS ARISING

No business arising.

3.3.1 Consultations (Student Learning Policy)

A letter was drafted and posted on google docs for comment. Adrienne Levert-Sauriol included her comments in google docs. The letter was sent via email to the school board representative.

3.3.2 Community Rep (Update)

Phil Lambert approached both Cynthia Homan and Eric Stork about the Community Rep position. At this point, neither is willing to commit to the position. The position will remain open.

3.4 NEW BUSINESS

3.4.1 Anti-Violence & Anti-Bullying Plan

Patrice Delage discussed the anti-bullying and anti-violence plan. He explained that the plan will be sent out at a later date to be reviewed by the members of the GB. This item is tabled until the next meeting.

3.4.2 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. St. John Fisher Elementary Junior received approximately \$8,000. Patrice Delage will meet with the staff to discuss how to spend the funds. Approximately \$500 of the money has been spent on a full day staff workshop that took place on January 22, 2018. A letter will be drafted outlining the allocation plan and will be presented to the members of the GB at the next meeting. This item is tabled until the next meeting.

3.4.3 Capital Projects

Patrice Delage explained that the Capital Projects Plan has not yet been received and will therefore be presented at the next GB meeting. This item will be tabled until the next meeting.

3.4.4 Consultations (Extracurricular and Field Trip Policy and 2018-19 Budget Consultation)

Nadia Lawand explained that the GB members should consult the document and that our comments must be sent in the form of a letter no later than March 30th 2018. Nadia Lawand will post the document on Google docs for the GB members to consult and comment.

3.4.5 Principal 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. Nadia Lawand will draft a letter where it will be presented at the next staff meeting. Staff comments will be presented at the next GB meeting. The final letter regarding the discussed criteria will then be sent to the Secretary General of LBPSB.

Patrice Delage rejoined the meeting.

3.4.6 Rentals

No new rentals were presented.

3.5 FIELD TRIPS

No field trips were presented.

3.6 REPORTS

3.6.1 Parents' Committee (PC) Report

No GB members attended the last PC meeting. However, Nadia Lawand mentioned that the Fusion and Learn Québec website has received positive feedback and might be expanded. She also mentioned that the Special Needs Advisory Committee (SNAC) can be present at future open houses if school requested by the school. Please consult the following link to view the meeting summaries: <http://parents.lbpsb.qc.ca/reports>

3.6.2 SNAC

No GB member attended the last SNAC meeting. Nadia Lawand reviewed some of the comments from the last SNAC Meeting. Please consult the following link to view SNAC meeting minutes: <http://snac.lbpsb.qc.ca/eng/minutes/page.asp>

3.6.3 Council of Commissioners' Notes

Judy Kelley, the new commissioner for Ward 4, was present at the last two council meetings. Judy Kelley mentioned that during the Budget Consultation, the LBPSB set aside extra money. The GB may send recommendations as to how these additional funds can be spent. Please consult the following link to view council of commissioners' meeting minutes:

<http://www.lbpsb.qc.ca/eng/council/cminutes.asp>

3.6.4 Home and School (HandS)

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>

3.6.5 Teachers' Report

Adrienne Levert-Sauriol presented the teachers' report and discussed a workshop that was held on January 22, 2018. The workshop was geared toward helping students in difficulty.

3.6.6 Daycare Report

Ruta Krauza presented the daycare report. The report was also sent by email and is presented in Appendix 1. The following activities were presented for approval:

- A fieldtrip to Woohoo on April 20th from 9:30 to 3:00 pm, \$20/student.
- An in school activity called "Sport Life" that will be held on May 11th, \$20/student.

17-18-24 Motion duly proposed by Adrienne Levert-Sauriol and seconded by Martin O'Connell to approve the daycare activities as presented.

3.6.7 Principal's Report

Patrice Delage presented the principal's report. Discussion ensued regarding the following content of the report. The report was sent by email and is presented in Appendix 2. Some of the content discussed included:

- The report commented on the physical aspects of the different schools. St. John Fisher Junior is not a school at risk.
- The sound system provided to the school by HandS is working great.
- The school received the "Cube" last week, which contains material geared toward being physically active. Some of the material will be shared with the senior campus.
- Although not included in the report, the open house was rescheduled due to the "ice day" closure. Approximately 48 families attended the open house, 26 families in the morning and 22 families in the afternoon.

3.7 **QUESTIONS FROM THE PUBLIC**

No members of the public were present at the meeting.

3.8 **CORRESPONDENCE**

There was no correspondence.

3.9 **VARIA**

The school has received many positive comments about the school Christmas concert.

Patrice Delage mentioned that one parent was concerned about the icy conditions in the school yard. Patrice Delage reiterated that safety is a top priority.

3.10 **ADJOURNMENT**

17-18-25 At 8:30 PM, motion duly proposed by Ruta Kruza and seconded by Georgina Okker that the meeting be adjourned.

Next meeting: tentatively scheduled for Wednesday, February 28, 2018, in the event that the meeting is cancelled, the next meeting will be held on Wednesday, March 28th, 2018.

Respectfully submitted,

Carole Choiniere
/CC

APPENDIX 1: DAYCARE REPORT FOR GB 2018/01/31

New Rate for Daycare:

As of January 1st parents will be paying \$8.20 per day for daycare services.

Ped Days:

February 9th

We will be having an in school ped day! Valentine's is our theme. The children will be kept busy with physical activities and arts and craft projects.

April 20th

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

May 11th

We need GB approval to have SportLife come in and animate the day. Fees charged would be a maximum of \$20.00 per child for supervision and activities.

Extra Curricular Activities

Educ-Action Activities started on January 16th, and will end on March 15st.

Income Tax Receipts

Receipts will be sent home the week of February 26th covering fees paid between January 2017 and December 2017.

Lunch hour switch:

On Monday, February 5th, 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.

APPENDIX 2: PRINCIPAL'S REPORT FOR GB 2018/01/31

1- **Staffing:**

- Enrollment is still at 231 students.
- Mme. Bérubé is still on leave until May and Mme. Cristina is continuing her replacement.

2- **Maintenance:**

- Sound system from the H & S wish list has been ordered and was delivered on Friday, December 8th. Just in time for the Holiday concert and movie night in December.
- New furniture was also purchase for the staffroom (sofa, loveseat and coffee tables).
- Some older cubbies were changed in Daycare this week with recycled cubbies from Thorndale School (now another Board school). A second phase is being considered.

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

- 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.

4- **Educational Plan:**

- In progress and hoping to share the Educational project with GB at some point in the new year (February or March).
- Mission and vision statement to br worked with the Sr. campus.

5 – **À l'école on bouge au cube initiative:**

- Our school along with a few others was chosen to create new healthy habits at school with a special measure 15023 from the ministry and with the collaboration of “Le Grand Défi Pierre Lavoie”. A committee of teachers has been formed and the goal is to be active for 60 min. per day. Planning an activity or two with both campus is also a requested as well as participating in “Le Grand Défi Pierre Lavoie” in May.
- We received the cube last week with plenty of equipment to share with the Sr. campus

6 - **La semaine des Arts:**

- Happened last week as students all had “l’atelier d’estampes” with the “culture à l’école” grant. Merci au comité pour la planification!

7 – School bulletin:

- January bulletin was sent yesterday (Jan 16th).

8 - Extracurricular activities:

- Educ-action Winter session started on January 16th (8 week program).
- PELO started on January 17th today (20 weeks program with 12 students).
- Takabouger was offered on Tuesday last Fall and it is being planned for the same day for the Winter. Starting date Jan 30th (7 weeks program).

9 – Home & School:

- Thank you to the Home and School and the volunteers (students, parents, grand-parents) and for all the hard work in order for to making the Christmas Fair so successful again this year.
- Thank you to all volunteers for planning for the second year a Christmas movie night at the Junior campus on December 15th.