

# Governing Board Minutes

St. John Fisher Sr. Elementary  
November 11<sup>th</sup>, 2015

## Participants

Parents: Christina Forest, Balgovind Pande, Jennifer Pastor, Karl Santaguida,  
Julie Smith  
Teachers: Rachel Éthier, Lise Lecompte, Aida Lukosevicius, Linda Néron  
Support Staff: Laura Sulano  
Principal: Tony Di Vittori  
Commissioner: Noel Burke

Public: None

### 2.1 Call to Order & Welcome

Balgovind Pande called the meeting to order at 19:00.

### 2.2 Adoption of the Agenda

15-16-14 *Motioned by Lise Lecompte, seconded by Rachel Éthier to adopt the agenda with the following changes: Varia, added as item 2.8, item 2.7.2 to precede 2.7.1, Home & School Report added as item 2.7.5. Carried unanimously.*

### 2.3 Adoption of the Minutes of October 14<sup>th</sup>, 2015

15-16-15 *Motion proposed by Karl Santaguida and seconded by Christina Forest to adopt the minutes from the Governing Board Meeting of October 14<sup>th</sup>, 2015. Carried unanimously.*

### 2.4 Questions from Public

No members of the public were present at the meeting.

### 2.5 Business Arising

#### 2.5.1 GB Secretary

15-16-16 *Motion proposed by Jennifer Pastor and seconded by Christina Forest that Zoë Arnold be appointed to the position of secretary. Carried unanimously.*

## 2.5.2 Student Enrolment Policy (consult)

Members agreed to respond to the Board that the consultation was done at an inappropriate time, being that the MSC changes have not taken place. Suggestion was made that the Board re-open consultation after MSC changes.

## 2.5.3 Major School Change (update)

Balgovind Pande and Julie Smith will present at the hearing at John Rennie High School November 17<sup>th</sup> at 19:20. Discussion ensued. Balgovind was thanked for the work that was put into preparing the brief.

## 2.6 New Business

### 2.6.1 Sharing of GB Documents w/ CPC

15-16-17 *Motion proposed by Rachel Éthier, seconded by Laura Sulano, to share Governing Board documents with CPC. Carried unanimously.*

### 2.6.2 Family Resource Center (info)

Request was made to the Governing Board to present at a future meeting, members agreed to decline, but suggest possibility of approaching the school board or marketing with Montreal Magazine or other similar vehicles.

### 2.6.3 December GB Meeting Date

Pending the Jr. school vote ratification, next meeting will be Monday Dec. 7<sup>th</sup> at 18:30 at the Junior campus.

## 2.7 Reports

### 2.7.1 Regional Parents' Committee Report

Christina Forest gave her report as follows. E-mail voting carried to Varia.

- Region 3 Parents' Committee Introduction - The meeting took place on October 15th, 2015 at the School Board Home office in Dorval. The meeting was called to order at 6:40pm and was adjourned at approximately 8:13pm. The agenda can be found on the CPC website (<http://cpc.lbpsb.qc.ca/region3meetings.htm>).
- Major School Change - Rather than prepare a response with recommendations on the MSC brief specifically, it was decided that Region 3 would submit a response acknowledging the process and affirming that each of the schools in Region 3 would be submitting responses directly to the School Board on behalf of their schools. In addition, Region 3 recommended the School Board conduct a formal review of the actual Major School Change Policy (last reviewed in 2007) and also consider launching future Major School Change consultations at the beginning of a school year to be completed in the same school year, such that the committees working on the responses would be comprised of the same people throughout the process. The full response from Region 3 along with all responses received by the School Board can be

found under the Briefs Received at  
<http://www.lbpsb.qc.ca/eng/msc2015/indexV2.asp>.

- Internal Business - A discussion took place on votes by email and whether guidelines should be put in place for these. It was noted that when motions are put to vote through email, some reply to all, others only reply to the chair. Some comment, others say 'ditto' to another comment made and some do not reply at all. Often there are several 'Yes' votes before comments are made and if someone is delayed in reading and responding, a majority vote can be obtained before a member has had a chance to weigh in. It was recommended that email votes be conducted in the following manner:
  - Email the motion to all members
  - Set a deadline for commentary/clarification during which time no voting can take place. Stipulate that all responses should be 'Reply All' so everyone can see the whole discussion
  - Set start/end time for voting period
  - Confirm if motion was carried or defeated. It was decided this would be the approach taken for future Region 3 email votes.
- Input From Other Schools In Region 3 - Lindsay Place High School offers the STEAM program, which stands for Science & Technology Interpreted Through Engineering & The Arts, all based in Mathematical Elements.
- Dorval Elementary & John Rennie High School conducted a Mock Federal Election to educate and encourage students to participate in the electoral process. Dorval Elementary also holds Thoughtful Thursdays, where non-perishable food is collected to help others in need in their community.
- Next meeting is November 12th, 2015 at 6:30pm

#### 2.7.2 Council of Commissioners' Report

Noel Burke presented his report. Informed members of the MSC process and timeline. Commissioners' meeting minutes available on LBPSB website.

*20:20 Commissioner Noel Burke left the meeting to attend another Governing Board meeting.*

#### 2.7.3 Daycare Report

Laura Sulano gave her report as follows.

1. On Halloween day the kids played games and ate goodies prepared by the daycare educators. We had Frankenstein graham cookies, mummy hotdogs, pumpkin dip with apple slices, they also enjoyed carrots and dip, & orange blood juice amongst other snacks. The students also participated in a pumpkin science project where they wrapped a pumpkin in 200 or more elastics until it sliced down the middle. After all the Halloween games and munching was over, the older kids enjoyed a goosebumps movie and the younger kids a less frightening movie.
2. With our leftover pumpkins, soup was prepared for the students which they enjoyed with bread on Monday November 9<sup>th</sup>.
3. In October the Grade 6 students were also busy preparing the Remembrance Day bulletin board. Please take a look on your way out if you haven't noticed it already.

4. The following ped days were discussed for approval:

- November 26<sup>th</sup>, 2015, École de cirque et Gymnastique de Châteauguay
- January 22<sup>nd</sup>, 2016, Science Center, Exhibition, Science 26 & Imax movie
- February 8<sup>th</sup>, Tubing at Mont Avila
- 4. April 22<sup>nd</sup>, 2016, Zukari, Indoor park with a soccer field and an indoor hockey platform (Saint-Julie)
- May 20<sup>th</sup>, 2016, Provigo, Cooking Class, making pizza & dessert (Kirkland)
- 6. June 6<sup>th</sup>, 2016, Père Sablong, group challenges, gym related games & pool (Montréal)

All ped days at a cost of \$20per student.

15-16-18 *Motion to approve all PED day outings by Lise Lecompte, seconded by Rachel Éthier. Carried unanimously.*

#### 2.7.4 Principal's Report

Tony Di Vittori gave his report as follows.

- ✓ Air quality testing done at school
- ✓ Report cards
  - Teachers currently preparing the report cards
  - Will be sent home on Nov. 23<sup>rd</sup>
  - P/T interviews: Nov. 25<sup>th</sup> (evening) & Nov. 26<sup>th</sup> (morning)
  - Appointments done online
  - Letter will be going out to all parents with explanations
- ✓ H&S parent workshop was held on Nov. 2<sup>nd</sup>
  - w/ Jill Sockett (school nurse)
  - discussed programs done at school
  - discussed the upcoming vaccinations
- ✓ Met with support staff on Oct. 29<sup>th</sup> (teachers and caretakers strike day) off-site
  - Support staff returned to school once picket lines were down
- ✓ On Nov. 4<sup>th</sup> (support staff strike day) met with the teaching staff off-site
  - discussion was held re: enquiry based learning
  - staff met by grade levels to plan a "smarter science" cross-curricular unit
  - We have received a \$10, 000 professional development grant to release teachers to meet as grade level and cycle teams
- ✓ Halloween candy collection: Thank you – we collected 83 lbs worth (another 65 lbs collected at the Jr school). This initiative was started by Kerri Petrilli five years ago. Kerri passed away last week and would be very happy with the tradition continuing.
- ✓ Intergenerational project has begun
  - Bayview this week
  - Legion next week
- ✓ Gr. 4 vaccinations were done yesterday
- ✓ Remembrance Day assemblies were held today
  - Two veterans attended
  - Cycle 3 in the morning and cycle 2 in the afternoon
  - Students sang wonderfully, were very attentive and respectful

- ✓ SJF Fair on Saturday, Nov. 21<sup>st</sup> (9:00Am – 1:00 PM). Some classes may be used. Will speak to the teachers involved.
- ✓ Teachers' convention (Nov. 26<sup>th</sup> & 27<sup>th</sup>)
- ✓ Allerjet recall – Jill has checked all students' files with allergies at school and will be contacting the parents.

### 2.7.5 Home & School Report (submitted by Sandra Gesualdi, President)

1. HandS had their second meeting, October 21<sup>st</sup> and it was very well attended.
2. The yearly operating budget (attached) was presented at the October meeting. Please keep in mind that this is a 'living document' and changes may be made as the year progresses. I asked how the company can compensate us for the exposure given (interviews I did on Global and CTV in September, sharing how our school works with Ed. V.) and Editions Vaudreuil has given us \$300 in gift certificates as a thank you. This year we made \$595.59 (170 orders) with this fundraiser/service offered; the company will also attach our flyer to their order form at their expense (which we believe made a difference in the number of orders placed this year).
3. There was a special meeting called in October (same day as regular meeting), to approve the revised Home & School Constitution and By-Laws. The document will be posted on the school website in lieu of it being part of the H&S handbook, as it has been in the past years. HandS now has a revised constitution, by-laws and handbook.
4. October 20th, picture retakes were done. Next year a better process will be put in place to be sure that all the students supposed to have their picture taken that day are on a list.
5. Home & School has continued to serve the SJF community, beginning with the parent workshop, *Know It All*, with school nurse Jill Sockett. Jill gave an overview of the topics introduced and discussed with students grades 3 to 6. It was a very informative evening.
6. TCBY and Junior Lunches continue to run smoothly. Each of these fundraisers is well equipped with volunteers.
7. HandS News Newsletter went out to the school population on November 2nd. Included in the newsletter was the SJF FundScrip Challenge. We are challenging the school community to support this fundraiser (easier than selling anything!). The challenge ends January 4th. A draw will take place on January 8th for a \$50 gift card of the winner's choice. Have you placed your order this week? Our goal is that this newsletter be a vehicle to communicate fundraising information (money made and where it will be spent) and other home & school news.
8. I attended the QFHSA Fall Conference, all day Saturday Nov 7th. It was very well organized and I am looking forward to sharing ideas with the H&S community and the school community at large, in due time. The

Federation donated a book to the Sr library (which I will bring to school next week).

What's ahead this month

1. Fair fever is hitting SJF! Preparation for the Fair, Nov 21st, are well on their way. There are a few openings for volunteers needed. Know anyone interested in helping out? At the Fair, the HandS Hub will be set up to give out anything HandS related and share information. Also on sale will be Domino's Pizza cards, FundScrip cards and SJF Apparel.
2. SJF Apparel: The new item of the year is the long sleeve tee in Navy with a white logo. The usual suspects will be for sale also along with the toques for the frosty weather coming our way!
3. Home & School is preparing a pamphlet invitation to invite preschool and daycare parents to our open house in January. If you are in contact with either type of establishment, please forward the coordinates to HandS. A data base is being created in order to send out these invitations. Included in the pamphlet are the highlights of our school (academic and communitywise). This is being done with hopes that parents visit the school and realize that the immersion program offered at SJF is a fine program and that they will be excited to join our community.

In conclusion, we have an amazing team of volunteers (119 registered) and 47 registered members together with staff and Administration we continue to look forward to a great year.

## 2.8 Varia

Suggestions regarding votes by email. Discussion ensued. It was agreed that details will be decided on a case-by-case basis.

## Correspondence

No correspondence.

Adjournment: The meeting was adjourned at 20:40.

15-16-19 *Motion to adjourn by Jennifer Pastor, seconded by Julie Smith. Carried unanimously. Adjourned at 20:40.*

Next Meeting Date: Monday, December 7<sup>th</sup>, 2015 (18:30)