

St. John Fisher Senior Elementary
Governing Board Minutes 12/08/2021
7:00 p.m. – 9:00 p.m.
Zoom Meeting (COVID 19)

Type of Meeting: Governing Board – Regular 2021-2022 #3

Parent Members: Nadia Lawand, Mark Sankoff, Tiffani Wheeler, Christine Archambault

Parent Substitutes: Tom Fullerton, Andrew Gunther, Andrea Borrelli, Jaiseema Kaur Seyan

Staff: Marie-Helene Mondor, Rachel Ethier, David Arless

Ex-Officio: Deborah Shizgal, Allison Saunders

Community Representatives: Daphne Phillips

Regrets: Marie-Claire Caillard, Laura Sulano

3.1 AGENDA TOPICS

3.1.1 CALL TO ORDER AND WELCOME

Christine Archambault welcomed everyone and called the meeting to order at 7:06pm.

3.1.2 TERRITORIAL ACKNOWLEDGEMENT

Christine Archambault read the Territorial Acknowledgment.

3.1.3 ADOPTION OF THE AGENDA

A motion to adopt the agenda was duly proposed by Tiffani Wheeler, seconded by Rachel Ethier. The agenda was approved unanimously. **Resolution: 21-22-17**

3.1.4 ADOPTION OF THE MINUTES OF NOVEMBER 10, 2021

Daphne Daifas requested her last name change from Daifas to Phillips. A motion to adopt the amended minutes of the November 10, 2021 meeting was duly proposed by Tiffani Wheeler, seconded by David Arless. The minutes were approved unanimously. **Resolution: 21-22-18**

3.2 QUESTIONS FROM THE PUBLIC

3.3 BUSINESS ARISING

3.3.1 BISCUIT IN SCHOOL

Deborah Shizgal reminded the Board about the proposal to have Melissa Briere's dog, Biscuit, in school. Unfortunately, the process to have Biscuit certified as a therapy dog would take too long; therefore, Melissa Briere has provided us with a letter of recommendation from the dogs' groomer. **Appendix 1**

Tom Fullerton supports this request. He believes it is important for a child to have contact with a kind animal especially since all the stress they have gone through over the last couple of years. Tom Fullerton suggested that it not be endorsed as a therapy dog, but rather as a class pet. Tiffani Wheeler commented that the letter from the groomer is a great reference because dogs can be at their worst when they are being groomed. If there was any malicious intent from Biscuit it would probably happen at the groomers.

Deborah Shizgal commented that Melissa Briere would not want to bring the dog in if she

thought there was any chance it would be harmful to the children.

Question in the comments about allergies: Christine Archambault responded that she has a miniature Poodle, they are hypoallergenic, and they do not shed.

Deborah Shizgal commented that once the proposal is approved then they would have to inform parents and ask if there are any allergies in the classroom. If there was a situation where a child was experiencing an allergic reaction then the program would be reconsidered.

A motion to allow Biscuit into the school as a class pet and not a therapy dog was duly proposed by Tom Fullerton, seconded by Tiffani Wheeler. There were two abstentions and the motion was approved. **Resolution: 21-22-19**

3.3.2 INTERNAL RULES OF MANAGEMENT

Deborah Shizgal informed the Board that the updates to the Rules of Management were completed. A copy of the final version is found at the end of the minutes. **Appendix 2**

3.4 NEW BUSINESS

3.4.1 SCHOOL BUDGET 2021-2022 (NOVEMBER REVISED)

Deborah Shizgal presented the 2021-2022 Budget line by line.

Tom Fullerton wanted clarification that the Governing Boards role is to approve the budget.

Does the Board receive documentation later in the year to see how the money was spent?

Deborah Shizgal responded that there will be a revised budget in June 2022 which will inform the Board of more accurate figures.

Tom Fullerton asked if the funds that are in the budget for Student teachers can be saved for when they are actually able to attend conferences after COVID.

Deborah Shizgal responded that the money can be saved, however there have been online conferences that they can also attend.

Deborah Shizgal read the Resolution for approving the 2021-2022 Budget. Nadia Lawand motioned that the 2021-2022 Budget be approved, seconded by Marie-Helene Mondor and approved unanimously.

Resolution: 21-22-20.

3.4.2 DAYCARE BUDGET 2021-2022 (NOVEMBER REVISED)

The Daycare Budget will be tabled until the next Governing Board meeting on February 9, 2022.

3.4.3 FIELD TRIPS

Deborah Shizgal listed the upcoming field trips.

Stewart Hall: Grade 3, the cost is \$10.05 per student. One class is going on Monday, December 13, 2021 and the other two classes are going Wednesday, December 15, 2021. It is from 9:30-11:00am, the ration is 2:24 and the teachers are attending. A motion was put forward to approve the field trip by Rachel Ethier, seconded by Mark Sankoff and approved unanimously.

Resolution: 21-22-21.

LBPSB Volleyball Tournament at John Abbott: Grade 6, the cost is \$15.00 per student. They are going Wednesday, January 12, 2022. They will be travelling by school bus and the ration is 1:10. A motion was put forward to approve the field trip by Mark Sankoff, seconded by Tom Fullerton and approved unanimously. **Resolution: 21-22-22.**

3.4.4 COVID

Deborah Shizgal informed the Board that she is prepared to answer any questions that people have about COVID. SJFS has taken some precautions because there have been some outbreaks at the Junior Campus which has affected us at the Senior Campus. We have separated the classrooms again into bubbles. In the schoolyard, we have separated two classes into the field and two classes on the pavement. We have also stopped all extra curricular activities. Daycare has also separated themselves into classroom bubbles.

Mark Sankoff asked what the policy is for the use of the rapid tests.

Deborah Shizgal responded that LBPSB policy is that children who present with symptoms at school can receive a rapid test if their parents have given permission.

3.4.5 BLOOD DRIVE

Christine Archambault informed the Board the Fran Lowry Blood Drive will take place on Saturday, January 15, 2022 at St. John Fisher Junior.

3.4.6 VACCINATIONS

3.5 REPORTS

3.5.1 HANDS REPORT

Tiffani Wheeler summarized the Hands' Report. A copy of this report is at the end of the minutes. **Appendix 3**

3.5.2 COUNCIL OF COMMISSIONERS' REPORT

Allison Saunders summarized the Council of Commissioners' Report. A copy of this report is at the end of the minutes. **Appendix 4**

3.5.3 DAYCARE REPORT

Laura Sulano was absent however a copy of the Daycare report is at the end of the minutes. **Appendix 5**

3.5.4 PRINCIPAL'S REPORT

Deborah Shizgal presented the Principal's Report. A copy of this report is at the end of the minutes. **Appendix 6**

3.5.5 PARENTS' COMMITTEE REPORT

Christine Archambault presented the Parents' Committee Report. A copy of this report is at the end of the minutes. **Appendix 7**

3.6 QUESTIONS FROM THE PUBLIC

No members of the public were present at the meeting.

3.7 CORRESPONDENCE

ADJOURNMENT

The next Governing Board Meeting is February 9, 2022 at 7:00pm via Zoom

Motioned at 8:17 pm that the meeting be adjourned. **Resolution: 21-22-23.**

Respectfully submitted

Tiffani Wheeler

Appendix 1

December 6th, 2021

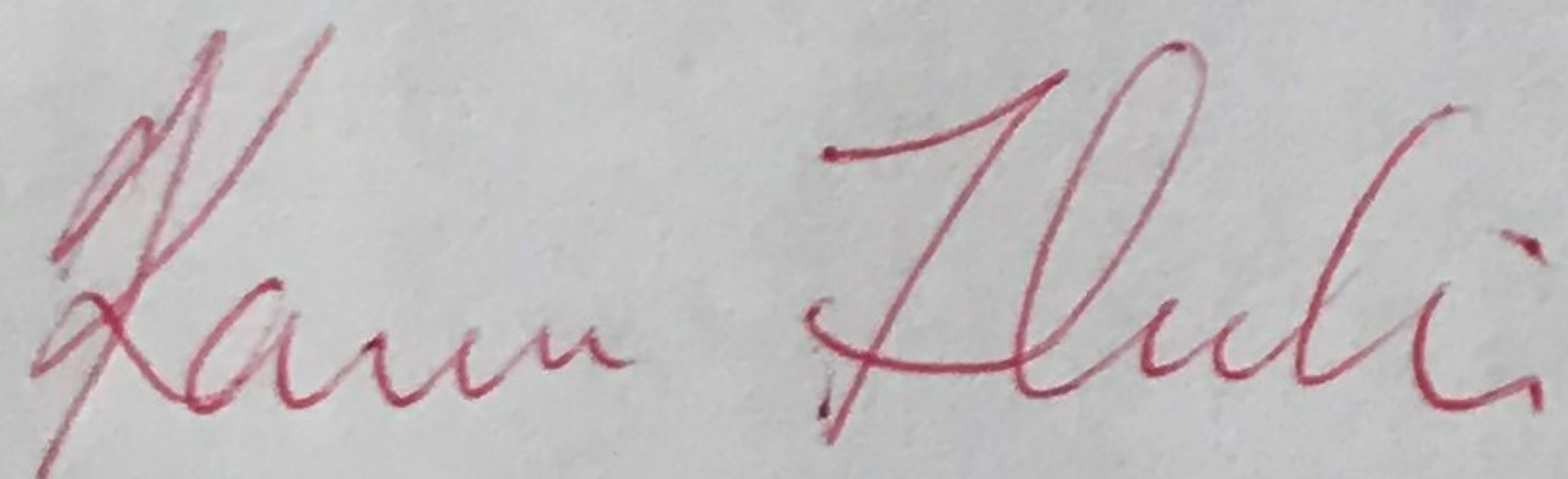
To whom this may concern,

My name is Karen Felinski and I have been working as an owner of a dog grooming business and dog daycare for the past 10 years in the West Island. I have extensive experience working closely with dogs and I have been taking care of Biscuit since he was a puppy.

Since my job requires me to work closely with dogs in a setting that can be sometimes uncomfortable for them (being washed, groomed, blow dried, nails clipped, ear hair removed). In this environment, a dog can react in many ways and sometimes their reaction can be to bite or show some forms of aggression.

Aggression has never been a reaction from Biscuit. In a highly stressful situation he always chooses avoidance which shows that he is truly patient and kind. He is an affectionate, social and trusting dog. Since he is also in an environment with other dogs, I can also judge that he is a social dog and never engages in aggressive behavior with other dogs as well.

Cordially yours,



Karen

Professional Dog Groomer

Appendix 2

St. John Fisher Senior Governing Board

Internal Rules of Management

Proposals/Resolutions Relating to the Start-up Activities of the Governing Board

Governing Board Composition

- The St. John Fisher Governing Board (GB) shall have 12 members, include the following persons:
 - Five parents of students attending the school who are not members of the school staff, elected by their peers.
 - Four members of the school staff, including at least two teachers and, if the persons concerned so decide, at least one non-teaching staff member and at least one support staff member, elected by their peers.
 - A member of the staff assigned to childcare, elected by his or her peers.
 - Two representatives of the community who are not members of the school staff, appointed by the members elected under the bullets above.
 - The community representatives on the governing board are not entitled to vote.

Members of the Governing Board

- Until the election of the chairperson, the principal presides over the meeting.
- At the first meeting of the year, the board elects a chairperson.
 - The chairperson must be a parent representative.
 - The term of office of the chairperson is one year.
- If the chairperson is absent or unable to act, the GB shall designate a person from among the members who are eligible for the office of chairperson to exercise the functions and powers of the chairperson.
- The role of vice-chairperson may be assumed on an as needed/rotating basis by one or more parent members of the GB
- The meeting identifies a person who assumes the role of Secretary for a given meeting.

Electing the Governing Board Chairperson

There are five proposals pertaining to the election procedures for the position of Chairperson, as follows:

1. The position of chairperson of the GB without a sponsor will be accepted by the GB general members.
2. The position of chairperson can be made by proxy.
3. The position of chairperson of the GB will be accepted by the GB general members.
4. The open nominations be accepted for the position of chairperson of the GB by the GB general members.
5. A vote by ballot will be held to elect the chairperson of the GB.

Standing Invitation to the Ward Commissioner to Attend GB Meetings

- A motion to extend a standing invitation to the Commissioner to attend the St. John Fisher Senior School GB meetings and further that the “Commissioner’s Report” remains a permanent fixture on the Agenda shall be proposed at the first meeting of each year.

Invitations to the Parent Commissioner(s) and co-opted commissioners

St. John Fisher Senior Governing Board

Internal Rules of Management

- The GB may invite the parent commissioner(s) and/or co-opted commissioners to its meetings on an as needed basis for consultative purposes.

Mandate for Home and School to Manage Annual Fundraising Campaigns

- A motion that the GB designates the SJF Home and School to oversee and manage the annual fundraising campaigns in conjunction with the school shall be proposed at the first meeting of each year.

Proposals/Resolutions Relating to Regular Meetings of the Governing Board

Schedule of Governing Board Meetings

- The GB meets on the second Wednesday of each month, subject to confirmation at each GB meeting.

Regular Meetings

- The GB fixes by resolution the date, time place and duration of its meetings.
- A minimum of five (5) meetings per school year must be held.
- The parents, staff and members of the community are advised of these GB meetings via the school website.
- A member who expects to be absent from a meeting should notify the chairperson or the secretary as soon as possible.
- Quorum is a majority of the members of the GB who are in office, including and at least half of the parents' representatives (3).
- The chairperson will respectfully request the resignation from members who:
 - without having sent their regrets arising from valid reason(s), as determined by the GB, are absent for three consecutive GB meetings: or,
 - are absent from four GB meetings
- Meetings will be called to order at 7:00pm and adjourned at 9:00pm unless the majority of the members vote to continue.

Agenda

- The chairperson prepares the proposed agenda with the principal.
- Any member may add an item to the agenda by communicating with the chairperson or principal at least ten (10) working days before the meeting is to be held.
- The subject must be adequately precise, and if the item is to be voted on, a draft resolution should be presented with the request.
- The proposed agenda of a meeting and the relevant documents must be sent to the members at least seven (7) working days before the meeting is to be held. These documents serve as notice of the meeting. The chairperson must see that they are sent.

Before the Meeting

- After receiving the proposed agenda, the members have the right to request:
 - That one or more items be added.
 - That the wording of any item be modified.
 - That the order of the items on the agenda be modified.

St. John Fisher Senior Governing Board

Internal Rules of Management

Territorial Acknowledgement

- The following territorial acknowledgment will remain a permanent fixture as the first item on the GB Agenda for all regular and special meetings:

We would like to begin by acknowledging that St. John Fisher Senior is located on unceded Indigenous lands of the traditional territory of both the Kanien'kehá:ka (Gun-yuhn-geh-ha-gah) "Mohawk" and the Anishinabeg (Aw-nish-eeen-aw-beg) "Algonquin" peoples. We are grateful for the opportunity to gather here and we thank the many generations of people who have taken care of this land and these waters.

Tiohtiá:ke, (Joe-jah-geh) « Montréal », est historiquement connue comme un lieu de rassemblement des diverses Premières Nations; en conséquence, nous reconnaissons et apprécions profondément les liens historiques et continus des Autochtones avec ces terres et ces eaux ainsi que leur présence à cet endroit.

Today, it is home to a diverse population of Indigenous and other peoples. We respect the continued connections with the past, present and future in our ongoing relationships with Indigenous and other peoples within our community.

At the beginning of the Meeting

- Adjustments may be made to the agenda by members of the GB prior to its approval and the agenda may be approved with or without additions

Conflict of Interest (Article 70, Education Act)

- Every member of the GB who has a direct or indirect interest in an enterprise that places the member's personal interest in conflict with the interest of the school must, on pain of forfeiture of office, disclose the interest in writing to the principal, abstain from voting on any matter concerning the enterprise and avoid influencing the decision relating to it. The member must, in addition, withdraw from a meeting while the matter is discussed or voted on.
- A disclosure under the first paragraph must be made at the first meeting of the GB:
 - After a person having such interest becomes a member of the GB.
 - After a member of the board acquires such interest.
 - During which the matter is dealt with.

Appendix 3



ST. JOHN FISHER
HOME AND SCHOOL
ASSOCIATION



H&S Report to GB

December 2021

- H&S meeting took place on November 24 at 7pm over zoom
- We're looking for volunteers to help with vaccination day on Thursday, December 16
 - As of Saturday, November 26 we have found 3 out of 12 volunteers.
- We are still accepting memberships
 - Membership form and payment can be found online at <https://sjfhands.wordpress.com/>
- Fundraiser Update:
 - New order forms for Pizza Fridays will be active soon for next term.
 - tcby Tuesdays are back. Students at junior campus are being offered mini cups and students at senior campus are being offered regular cups.
 - Bosapin: This year, SJF is offering you the opportunity to have your Christmas tree and accessories delivered to your home by wooden soldiers. Fundraiser closes December 4th.
 - Order online supplies are limited
 - [Shop - Buy your Christmas tree delivered to your home. Great option for fundraising \(merryeasychristmas.com\)](#)
 - Coffee and Hot Chocolate
 - This fundraiser will continue throughout the year
 - Local business <https://cafegourmet.ca>
- Junior and Senior School Wish lists:
 - Please let Mr Delage or Ms Shizgal know about any new wish list items. These will be discussed and voted on throughout the school year
- **Next Meeting Wednesday, January 19 at 7pm on Zoom**

Appendix 4



December 21st 2021

To ensure members of the Lester B. Pearson School Board community remain up to date regarding what transpires at regular Council of Commissioners meetings, the Department of Communications and Community Development will be sending out summaries of the different decisions that are taken following each meeting.

Please find some of the highlights below that were taken during the December 20th regular meeting. Different Committee reports that were presented as well as the minutes will be available at the following link by the end of the week: <http://www.lbpsb.qc.ca/eng/council/CommitteeReports.asp>.

- 1) The Council of Commissioners approved that Deborah Dixon be temporarily assigned to the position of Regional Director, effective January 17, 2022.
- 2) The Council of Commissioners approved the 2020-2021 Annual Report in accordance with Section 220 of the Education Act. The report will be sent to Quebec Premier Francois Legault, the Quebec Minister of Education, all members of the National Assembly and municipalities on the territory. A copy of the report is available at the following link:
<https://www.lbpsb.qc.ca/Modules/FileManagement/files/Root/Council/docs/2020-2021-Annual-Report.pdf>
- 3) The Council of Commissioners approved that the consultation document entitled Budget Consultation 2022-2023 be distributed to the consultative partners of the Lester B. Pearson School Board during the week of January 5, 2022, in order for the community to provide input on the allocation of subsidies, school tax proceeds and other revenues of the School Board, with responses to be completed online or returned to the Secretariat, no later than March 31, 2022.
- 4) The Council of Commissioners approved that the Lester B. Pearson School Board adopt the Student Transportation Zones for the 2022- 2023 school year and that the Transportation Advisory Committee make recommendations to Council regarding the school hours and user fees for Empty Seat bussing in the spring of 2022.
- 5) The Council of Commissioners approved that the document entitled Policy on Student Representation at the Lester B. Pearson School Board be adopted, effective December 20th 2021. The document will be available in January on the Council of Commissioners website.
- 6) The Council of Commissioners approved that Commissioners Angela Berryman, Allison Saunders, Marilyne Boyer, Malik Shaheed and Patricia Ottoni, represent the Lester B. Pearson School Board at the virtual annual conference of the Learning Disabilities Institute from March 23 to 25, 2022; and that expenses be reimbursed in accordance with the School Board's Policy governing Commissioners' Local Travel, Conference and Other Expenses.

Appendix 5

December Governing Board Report

1. On the November 18th, the students enjoyed a pyjama day & Netflix marathon of the series, Best Worst Weekend Ever. In addition the students also enjoyed brunch for lunch. With each group making a specialty that included eggs, pancakes, sausages, bacon, breakfast potatoes and fresh fruit.
2. Friday November 19th, we took our first fieldtrip since covid started and invited the jr. daycare to join us and watched Clifford the Red Dog at Cinema Guzzo Sources. The students were served a kiddie combo as a surprise treat. As a precaution each campus had their own viewing theatre room.
3. The Holiday Gift Shop is making a come back this year. This is a shop where students can dig into their piggy banks and buy gifts for their parents, grandparents & siblings. All items are priced under \$10 and includes gift wrap. The shop will be held on Tuesday December 14th, 2021 during school hours.
4. The students have been working diligently on their Holiday crafts to showcase at our Art Gala taking place on Wednesday December 15th, 2021. Parents can view their child's work when they pick up their kids on that day between 3:30-6:00 p.m. Mask wearing will be mandatory.

Appendix 6

Governing Board

Principal's Report

December 8th, 2021

- We commemorated Remembrance Day on November 11th. Petty Officer First Class Mercier joined us via Zoom to discuss his experiences with the armed forces.
- Interim reports went home on November 15th. This term we had to send them out hard copy
- P/T interviews were on November 17th and 18th. The process went smoothly despite some internet issues on Thursday.
- Nov. 19 was a PED Day. SSD planned a presentation on Equity, Diversity and Inclusion.
- Our new sound system is installed and ready to go in the gym.
- We have completed 5 fire drills and 2 lockdowns
- We have started having St Thomas students tutoring our students after school. So far we have 5 students benefiting from the community service hours the high school students must do.
- Literacy Week Nov 22nd-26th. We celebrated literary characters with many activities such as DEAR (Drop Everything And Read), Character Creations, Character Traits Awards and of course our big finale with the Red Carpet Dress up Day. Thanks to all those who took part with enthusiasm.
- Rentals: we have rentals every evening and both Saturday and Sundays(Coming soon).
- Kim Wong replaced Ms. Haselton since October 12th. Thanks goes to Kim for her efforts.
- Ms. Haselton returned to school November 29th.
- Our Choir is in the Top 10 in the CBC Music Class Contest. Special thanks to Mr Arless and Mr Victor. We will hear of the top 3 on Tuesday.

Coming up

- We are gearing up for some holiday cheer and special Holiday Activities.

- Vaccination Day Dec 16

COVID UPDATE

- We have had a number of cases of COVID in school. Two of the cases were siblings. There has been no in-school transmission.
- Many of our students were affected due to the outbreak in the Junior School.
- We have gone back to limiting exposure between classes
- Extra curricular activities were cancelled for the duration of December to be extra safe.

Appendix 7



Lester B Pearson School Board Parents' Committee

LBPSB Parents' Committee

November 4, 2021

Online Zoom Meeting

MEETING SUMMARY REPORT

ATTENDEES: Representatives from 37 of 48 member schools and SNAC were in attendance. Thomas Rhymes, LBPSB Assistant Director General, Susana Lazaro, the Commissioner of the Parents of Special Needs, Judy Kelley, Chair of Council, and members of the public attended.

General Updates:

- Mr. Rhymes announced the great news that there were no active cases in any of the schools for the first time since September 11.
- There will be a vaccination campaign process in the elementary schools that will be similar to the first vaccination campaign that took place in the high schools but awaiting vaccination approval from Health Canada and the “go-ahead” from CIUSSS (Integrated University Health and Social Services Centres).
- The target is 50% first dose by holiday break with an overall target of 80% by March break.
- Parents will be able to make the decision regarding whether or not to have their child vaccinated.
- The PC will be taking a look at the upcoming Culture and Citizenship course.
- **CONSULTATION:** A **consultation subcommittee** was formed to compose a response to the Policy on Student Representation at LBPSB.
- **Internal Rules subcommittee** was formed to review internal rules.
- Members asked to consider priorities for 2021-22 school year.

Bill 96 Discussion:

- An act to acknowledge French as the official language of Quebec.
- Anglos are to be categorized as historic Anglos (gives you and your children access to certain services i.e., English education)
- NO date as to when the Bill will be passed through legislation.
- The Quebec Community Groups Network (QCGN) Director General, Sylvia Martin-Laforge, composed an open Letter to Premier Legault denouncing the bill (Open letter - <https://qcgnc.ca/open-letter-legault>)
- The PC voted to sign the letter in support of the comments.
- A **Bill 96 subcommittee** was created to compose a letter in both French and English and to help address any future Bill 96 matters.



Lester B Pearson School Board Parents' Committee

From the Council Reports:

- **Transportation Advisory Committee (TAC)**
 - Reminder that parents must share any address changes with their school.
 - For elementary students, students in Grade 1 and under must be met at the bus stop by an adult or board policy states that the student must be brought back to the school.
- **Special Needs Advisory Committee** submitted response to the consultation on student representation

Varia & Important Dates:

- **Governing Board Training** open to all GB members, parents and staff!
 - When: **November 18, 2021 @ 7:00** PM Eastern Time (US and Canada)
Please click the link below to register and join the webinar:
<https://zoom.us/j/97420732485>
- Joint Regional Subcommittee Meeting
 - When: November 25, 2021 @ 7:00 PM Eastern Time (US and Canada)



Lester B Pearson School Board Parents' Committee

Attendance Report		
Member School	Parent Rep Present	Alternate Rep Present
Allion	Annette Banton	
Beacon Hill		
Beaconsfield	Ovidiu Burlec	Adrian Leggett
Beechwood	Talar Chahinian	Diandra Yoselevitz
Beurling Academy	Julius Taube	
Birchwood	Derek Kenny	
Children's World		
*Christmas Park	Lisa Mancini	
Clearpoint	Marc Lucke	
Dorset	Jeff Labelle	
Dorval	Patricia Ottoni	
Edgewater	Jeremy Zafran	Tracy -Ann Curtis
*Evergreen	Corey Pacitto	
Forest Hill Jr		
Forest Hill Sr	Tanja Minisini	
John Rennie	Shane Ross	Erin Kotecki Vest
Kingsdale	Adam Feldstein	
Lakeside Academy	Sarah Campeau	
Lasalle Community Comprehensive	Janet Chung Man HO	
Lasalle Jr	Nicole Clayton	
LasalleSr	Franca Henry	
Macdonald	Kris de Forest	Michael Dugdale
Maple Grove		
Margaret Manson	Anthony Morello	
*Mount Pleasant		
Pierre Elliott Trudeau	Wendi Eeet	
Pierrefonds Comprehensive	Greg Piggins	
Riverview	Linda Dalterio	Ariana Winn
Sherbrooke Academy Jr.	David Anthony Barbiero	
Sherbrooke Academy Sr.	Tania Shand	
*Soulange		
Springdale		
St. Anthony	Shane Ross	
St. Charles	Ross McLean	
St. Edmund		
St. John Fisher Jr	Naomi Proctor	
St. John Fisher Sr	Christine Archambault	Nadia Lawland
St. Patrick		Michael Barron
St. Thomas		
Sunshine Academy	Leah Lobaton	
Terry Fox	Karyne Dion	
Verdun		Heidi Van Regan
Westpark	Alaina Charzan	Erica Cuthbertson
Westwood Jr		Tanja Minisini
*Westwood Sr	Tanja Minisini	
Wilder Penfield	Onnig Kouyoumdjian	
SNAC	Lisa Mancini	
CRPC Designated by SNAC	Suzanna Lazaro	N/A

Other distinguished attendees:
 Thomas Rhymes (Administration)
 Judy Kelley (Council of Commissioners)

Chris Eustace (public)
37/48 Member Schools + SNAC Represented