



**ST. JOHN FISHER**  
HOME AND SCHOOL  
ASSOCIATION



**SJF Home & School Meeting  
Minutes of September 16, 2015  
at Junior School**

**1.0 Welcome and Introductions**

The meeting was called to order at 7:03 pm by Sandra G.  
The Executive Team was introduced.

**1.1 Recording Secretary Position**

Kim C. volunteered to be the recording secretary. No one argued with her! The Association is very pleased to have Kim as Recording Secretary.

**2.0 Approval of Agenda**

2015-16-01 *It was moved by Barbara P. to approve the agenda as presented. The motion was seconded by Claudine D., and was carried unanimously.*

**3.0 Approval of Minutes of June 17th, 2015 Meeting**

2015-16-02 *It was moved by Sarah L. to approve the minutes as sent in the kit. The motion was seconded by Ann S., and was carried unanimously.*

**4.0 Business Arising from the Minutes**

**4.1 Parent Workshops:**

- **Uncovering the Mysteries of Anxiety with Debbie Oestreich**  
Oct 5<sup>th</sup> @ the Sr. school, Debbie O will present the workshop. Workshop fee is \$275.00 and will be split with Clearpoint (should they join us).
- **All You Need to Know with Nurse Jill Sockett (Nov 2nd)**  
This workshop will take place before the November 10th vaccines.
- **Protect Yourself, Self Defense with Meghan Greig (spring)**  
Spring 2016

2015-16-03 *It was moved by Barbara P. to approve the parent workshops. The motion was seconded by Tanya B., and was carried unanimously.*

#### **4.2 SJF Fair (sign-up)**

Marisa D. will coordinate this event. A planning meeting will take place on September 29<sup>th</sup>, 7:00 pm at the Sr. library. The fair will have a holiday theme.

#### **4.3 Halloween Boxes (sign-up)**

Three to four volunteers are needed to distribute the boxes and then collect them the following week. Sign up will take place at this meeting.

#### **4.4 Corresponding Secretary Position**

Position is vacant. This position involves writing thank you notes to suppliers, sponsors, volunteers etc. Also, sending correspondence to the Federation, on behalf of our Association. This is considered to be a remote position.

#### **4.5 Volunteer Coordinator position**

Position is vacant. This position involves data-entry (creating a database with the information from the volunteer form and sending each activity coordinator their volunteer lists.

#### **4.6 Traffic Signage**

The issue of traffic at the senior school has persisted for many years. Mike Valle presented his sign designs and traffic flow design to the Executive Team and Principal Di Vittori. The project was accepted. Two signs cost \$45.00.

## **5.0 Reports**

### **5.1 School Reports**

#### **5.1.1 Junior School Report – Principal Martin**

August 31, Welcome to Teacher from H & S: Thank you to the parents for the treats.

#### September

1 La rentrée : les Animaux  
2 AGM small attendance  
3 Assemblées des 1 et 2  
4 Corn Boil: Thanks, it went well and it was delicious  
10 Curriculum Night very well attended  
11 Picture Day smooth day  
18 ED day—Working on IEPs  
We had 2 fire drills already

#### October

2 Ped day – Workshops for teachers  
9 Interim going home

18 PED day for Federal election, Jr. school is not a polling station.

Registration: 73 kindergarten students

102 grade 1 students

87 grade 2 students

Total: 262 compare to 298 last year.

- Library Technician will be back for this year at 10% for our school; Half a day a week.

### **5.1.2 Senior School Report – Principal Di Vittori**

Smooth start to the year.

- Again this year all parents were advised by email of their children's homeroom class.
- The grade 3 students started off in the gym with their parents and then left with their teachers. Everything went well.
- Grade 4-6 met their teachers out in the school yard.
- New staff members welcomed to the school.
  - Mme Sophie Perreault (Gr. 4 Fr)
  - Mrs. Sue Allard (Gr. 6 Eng)
  - Ms. Angie Apostolakis (Music)
  - Mme Marie-Hélène Mondor (Fr Resource)
- Currently we have 400 students in 16 homerooms.
- Great attendance at "Curriculum Evening"
- To date we have had two fire drills, another will be held soon, including a practice lock down.
- Board specialists have begun at school.
- School photos were done last Friday.
- Interim Reports to go home in October
- School nurse met with the staff. Reviewed the use of the Epi-pen / Allerjet.
- Poster with info and pictures of students with serious health issues will be posted in public areas around the school.
- We have had a great start and the students are happy at school. This will be a year of uncertainties with the teacher negotiations but everyone at school is committed to the students' safety and maintaining the academic standards that we are accustomed to.

### **5.1.3 Teacher Report**

No report.

## **5.2 Event Reports**

### **5.2.1 Welcome Back Teachers**

Lisa Marie F. coordinated the Back to School for Teachers. The event went well. All the food was donated; welcoming the teachers Back to School, the day before school began, worked out well.

### **5.2.2 Kindergarten First Day**

Claudine D. & Sandra G. handed out school t-shirts, compliments of SJF HandS. Parents were given an invitation to the first HandS meeting. Parents also received a pkg. of tissues with a green bow to help them through that memorable morning.

### **5.2.3 Corn Boil**

It was a lot of fun and the kids were very appreciative. Next year would be ideal to have in one location rather than two; have both schools meet in the middle. A few kids opted not to have any, therefore there were leftovers. Next year, they can have a second piece, once everyone has had their first piece. All leftovers were brought to Lacorde. The cost was \$200.00. We need to thank John & Wesley for helping out. The cooking location was ideal and safe for the students.

### **5.2.4 Curriculum Night - HandS Hub**

HandS hub (table) was set up in the entrance on Curriculum night. The table had HandS pamphlets on hand (FundScrip, newsletter, Oliver's labels and so on). In the future we would like a HandS Hub to be set up with current pamphlets/flyers for parents at events when parents are in the buildings. HandS Hub will also give HandS more exposure.

### **5.2.5 Picture Day**

Sandra G. coordinated Picture day and all went well. Parents will get proofs soon and then be able to order online.

## **5.3 Fundraising Reports**

### **5.3.1 Pizza & Sandwich Lunches**

At the Jr. School this is a fundraiser because the activity uses Home and School manpower. Lunches at the Sr. school are coordinated by the Daycare director.

This year, contracts were given to Dagwoods & Dominos. Monday for Dagwoods and Friday for Dominos, each will be offered once per month. This year the children will get 2 slices of pizza and a note will be sent asking parents to send in a Ziploc for leftovers.

We have volunteers but no coordinator. There will be a variety of snacks to choose from therefore a variety of snacks will be offered from month to month.

The charge per lunch is \$4.25 (lowered from \$4.50, last year).

2015-09-4 *It was moved by Nadine C. to approve the cost per lunch. The motion was seconded by Claudine D., and was carried unanimously.*

### **5.3.2 Oliver's Labels**

\$457.00 raised to date and it is ongoing.

### **5.3.3 FundScrip**

- The program continued over the summer.
- Gift cards are available for direct purchase at meetings and events.
- E-Cards are offered this year. If you wish to receive immediately, you would need to pay by credit card. E-Cards offer a higher percentage back to the school.

2015-16-5 *It was moved by Kim C. to approve the allocation for FundScrip funds to purchase books for classroom libraries. The motion was seconded by Beata S., and was carried unanimously.*

### **5.3.4 Editions Vaudreuil**

Global News and CTV News interviewed Sandra G., researching for a story about alternative (easier) ways to shop for school supplies. A call will be made to Editions Vaudreuil to get a better percentage back to the school, because of the publicity we gave their company. Last year a new flyer was added to the order form; sales increased from 141 to 171 (despite 40 less kids, orders increased).

It was discussed to send out a form electronically near the end of the school year as a reminder. Will advertise in the newsletter and use the supply box (filled) as a sample for parents to see.

The suggestion of having a kindergarten newsletter for orientation day was made.

Two Editions Vaudreuil flyers went out this year.

Beata S. will send the HandS re-designed flyer with the one given by E.V., to show the impact the new flyer had on our sales.

### **5.3.5 SJF Clothing**

- All hoodies are sold out, except for the XL size.
- T-shirts: some stock left.
- Baseball caps & toques are sold out. Toques will be ordered in time for the fair.
- Jogging pants: Many in stock;
- It was discussed that hats need to be bigger.

- There was a problem with the logo peeling off the shorts. The company took them back twice. The shorts now have a transfer logo. Many shorts in stock.
- \$1500.00 sales in one evening.

### **5.3.6 Birthday Book Program**

- There were 48 orders for the Jr. School last year.
- Flyers are ready to be sent out, once contact with the new librarian is made.
- Barbara P. will ask the Sr. school librarian if she is interested in running the program there.

### **5.3.7 TCBY**

- Flyers went out and the price remains the same. (\$1.50 our cost, sale price is \$2.50).
- There are 11 volunteers signed up, Lisa F. will send Alison H. the names of the volunteers.

### **5.3.8 Born to Read**

A flyer will be prepared to establish guidelines for books needed. There will be a box at each school, at the Sr. school it will be at the daycare entrance and at the Jr. School it will be in the lobby.

## **5.4 Treasurer Report**

Sarah L. presented the financial report. \$141.15 remains in the account allocated for Grads from the sale of TCBY at last year's fair. This money will defray the cost of the grade six pool party.

## **5.5 Membership Report**

Daphne D. presented the membership report. There are 36 members to date. There was discussion that many may have read the new volunteer/membership form and discarded it thinking it was a volunteer sign-up form and not a membership form also. The form will be revised and then re-sent to former members and volunteers. The revised form will also be posted on the school website

## **5.6 Governing Board Report**

Governing board has not yet met.  
 Oct 7<sup>th</sup> is the first one at the Jr. School.  
 Oct 14<sup>th</sup> is the first one at the Sr. School

## **6.0 School Wish list**

None.

## **7.0 New Business**

### **7.1 Events - sign-up for what's ahead**

#### **Grade 4 Vaccine Clinic**

Need three volunteers on the morning of Nov 10<sup>th</sup>.

### **7.2 Handbook - Revised 2015**

- The handbook was revised by Sandra G. and the two VP's. It was included in the kit.
- Sandra G. asked for comments from the group. It was asked if it could be listed what was removed/changed. Sandra G. gave a quick overview of the changes. The budget page was removed, changes in activities, appreciation days will be put into one whole week in April. Gr. 6 parting gift was removed; changed to Oliver's labels.
- It was asked if the Budget page in the Handbook was allowed to be removed. The answer is yes as the Handbook is a general guideline for Home & School members. Sandra G. answered that the numbers in the budget were not accurate. A budget will be presented as part of the financial report, and at that time, the members will have the opportunity to vote on a budget.
- A proposal was made to clarify but not remove the \$18.00 insurance clause, as listed as a benefit to association membership. Principal Di Vittori will inquire concerning liability insurance and HandS events. Sandra G. will contact the QFHSA to clarify the insurance and liability subject.

*2015-16-06 It was moved by Patricia O. to approve the revised Handbook 2015. The motion was seconded by Claudine D. Two abstentions, and the vote was carried.*

### **7.3 Notice of Special Meeting**

A Special Meeting will be held on Wednesday October 21st, 2015. This meeting is called to vote on the revised Constitution and By-laws 2015. The document will be emailed to all members next week.

### **7.4 Home & School logo**

The Home and School logo has been revised. It includes the school crest and a circle of hands, illustrating *HandS* - which is highlighted in the wording.

*2015-16-07 It was moved by Claudine D. to approve the new HandS logo. The motion was*

*seconded by Patricia O., one vote against, and the vote was carried.*

## **8.0 Correspondence**

Workshop for parents in LBPSB community in October titled, "Embracing Imperfections".

## **9.0 Varia**

1. It was asked if HandS could organize grad t-shirts for grade 6 students, in light of 'work to rule'. Principal Di Vittori will look into this matter.
2. The question was asked, "How can we support our teachers". It was suggested to complain to the local MNA or the minister. We cannot use school email addresses or photocopiers etc...to voice our complaints etc... Sandra G. will verify with the QFHSA to see if they are preparing a brief to be sent to the government.

## **10.0 Adjournment and Next Meeting Date**

*2015-16-8 It was moved by Beata S. to adjourn the meeting at 8:48pm. The motion was seconded by Sandra D., and was carried unanimously.*

**Next meeting: Wednesday October 21<sup>st</sup>, 2015  
@ Senior School Library**

### **Attendance**

Patricia Onesi  
Alison Hanessian  
Shannon Sullivan  
Nadine Christie  
Beata Spencer  
Claudine Dionne  
Sandra Daoust  
Carla Da Silva  
Nadia Jasmin  
Tina Manruk

Kara Yamich  
Melanie Keirl  
Alistar Moore  
Cindy Filippone  
Amanda Roberts  
Anna Maria Cuzzolini  
Nadia Gall  
Tanya Benoit  
Ericka Baron  
Ann Shorrock

Sandra Gesualdi, President  
Lisa Marie Foye, VP, Senior School  
Barbara Parker, VP, Junior School  
Sarah Lalonde, Treasurer  
Angela Micciche, Fundraising Coordinator

Sylvie Martin, Junior School Principal  
Tony Di Vittori, Senior School Principal



Daphne Daifas, Membership Coordinator  
Kim Cunningham, Recording Secretary

Regrets: Jennifer Pastor

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