

## Governing Board

St. John Fisher Sr. Elementary School

### MINUTES OF THE MEETING – November 12<sup>th</sup> 2014

Attendance:

Parents:	Bridget Bagshaw	
	Sandra Gesualdi	Secretary & Vice Chair
	Balgovind Pande	Chair
	Jennifer Pastor	
	Karl Santaguida	

Staff:	Rachel Ethier	Teacher
	Linda Neron	Teacher
	Laura Sulano	Daycare

Principal:	Tony Di Vittori	
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Regrets:	Lise Lecompte	Teacher
	Debbie Poirier	Librarian

Public:	One	
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#### 2.1 Call to Order & Welcome

Having attained quorum, the meeting was called to order by B. Pande at 7:00pm.

#### 2.2 Adoption of the Agenda

14-15-15 *It was moved by K. Santaguida to adopt the agenda as presented. The motion was seconded by L. Sulano, and was carried unanimously.*

#### 2.3 Adoption of Minutes of October 8th, 2014.

14-15-16 *It was moved by R. Ethier to adopt the minutes of the October 2014 meeting. The motion was seconded J. Pastor, was carried unanimously.*

#### 2.4 Questions from the Public

None.

## 2.5 Business Arising

### 2.5.1 PELO Language Program (update)

A minimum of 12 students are needed to offer this program; only 6 students registered, therefore the PELO Language Program will not be offered at the Senior School.

### 2.5.2 Student Enrollment Policy (consultation)

No comments were made. B. Pande will respond as such.

## 2.6 New Business

### 2.6.1 Emergency Preparedness Plan (info)

Principal Di Vittori presented the Emergency Preparedness Plan (EPP) Binder. This binder includes bus routes and lists, class lists, evacuation maps and plans and any other information pertinent to an emergency.

There are four copies of the EPP in the school: Principal's office, secretary's office, caretaker's office and the daycare office.

All persons responsible at school know their roles.

14-15-17

*It was moved by R. Ethier to approve the Emergency Preparedness Plan as presented. The motion was seconded by L. Sulano, was carried unanimously. The EPP was also authorized by B. Pande.*

### 2.6.2 Air Quality Grant (LBPSB)

All LBPSB schools will be tested for air quality. The school board received a grant and is being proactive in this matter in light of the situation with other schools belonging to another School Board. This is different from the Radon testing done in the past. Non-intrusive work will be done during the day and other work during times when students are not in school.

## 2.7 Reports

### 2.7.1 Regional Parents' Committee Report

- \$20 gift packages are on sale to benefit the PEF (Pearson Education Fund)
- A Christmas Carol Musical will be presented by PBLSB including administration, to benefit PEF.
- There was much discussion concerning the upcoming election.

### 2.7.2 Council of Commissioners' Notes

No report was available. Noel Burke is our new commissioner.

### 2.7.3 H&S Report

Wendy Gray presented the H&S report.

- The SJF Shindig & Silent Auction raised \$7500 net. Thank you to Sandra Gesualdi for her efforts to organize this great event.
- The parent workshop with the school nurse was well received.
- Ongoing fundraisers: TCBY, Fundscrip, Mabel Labels and pizza lunch at Jr school.

### 2.7.4 Teacher's Report

Included in the Principal's Report.

### 2.7.5 Librarian's Report

None.

### 2.7.6 Daycare Report

- a) The week of Halloween, the daycare prepared games & snacks with the kids. The students played different Halloween games such as pumpkin bowling, witch hat toss and more. They also prepared snacks such as witch brooms with cheese sticks and pretzels, ghost cupcakes, fruit kebabs and more.
- b) Post Halloween we planned a pumpkin soup & pie tasting event, where we used our leftover pumpkins.
- c) November 21st PED day, modifications: instead of Colisée we will be going to Cinema Guzzo on boul. Sources with lunch at Jack Astor's prior to the movie.

14-15-18

*It was moved by J. Pastor to approve the change of field trip plan for November 21st. The motion was seconded R. Ethier, and was carried unanimously.*

### 2.7.7 Principal's Report

- ✓ School is a busy place these days and everything is going well.
- ✓ New Grade 3 Music teacher – Ms. Yan Bonnema
- ✓ We have received an additional allocation of 25% Resource. With the Francisation and Homework Support programs we have been able to hire someone for 4 days per week to work with students encountering difficulties with their academic work..
- ✓ Community Reps: I have spoken Rev Scott Hunter and he is available to sit on the GB as community rep.
- ✓ Parent evening with the school nurse went very well. We had a good turnout and many questions about vaccinations and the sex education at school.
- ✓ Terry Fox Run raised \$516.80 and I would like to thank Ms. Cindy for organizing the run.
- ✓ Shave and Save fundraiser raised \$1883.<sup>60</sup>. Would like to thank the SJF-Sr community for the support and generous donations. Also, I'd like to thank Mr. D, Mr. B, Mr. Wesley, and Mr. Victor for participating in this fundraiser - without them it would not have been possible to raise these funds.
- ✓ Phys Ed grants' applications for winter outdoor education equipment:
  - Grants approved in the amount of \$1500 from Kino Quebec and \$3000 from Fonds AmusÉcole

- Would like to apply for an additional \$3000 to the PEF Grant to supplement the purchase of the equipment (such as skis and snow shoes).
- A grant application will also be made to the Banque Nationale in February 2015
- ✓ Halloween candy collection a big success. Tomorrow, I will deliver all candies collected at both schools to the Old Brewery Mission.
- ✓ Remembrance Day: Two assemblies on Nov. 10<sup>th</sup>
- ✓ Social Action Team (SAT) Report
  - Request permission for fundraisers – bake sale and to collect Canadian Tire money to purchase raffle items.
- ✓ Teachers are currently preparing the first term report cards to be distributed Nov. 20<sup>th</sup>.
- ✓ P/T Interviews (Nov. 26<sup>th</sup> and 27<sup>th</sup>)
  - Jr campus sends out appointment times
  - Sr - Parents call Louise to make appointments with the teachers.
- ✓ Teachers' convention (Nov. 27<sup>th</sup> & 28<sup>th</sup>)
- ✓ TTFM Survey
  - Grades 4 – 6 only
  - End of November or early December
- ✓ Christmas Baskets: A letter asking for food donations will be sent out to the families of both schools December 1<sup>st</sup>. Donations will be delivered December 11<sup>th</sup> to the SJF Parish. Station 5 will also be providing baskets to our community.
- ✓ School Success Plan
  - Will review with the school level committee
  - Elementary and high school administrators attended workshops over two days last week re: school success plans. The sessions were very informative and will be very helpful in creating our new school success plan.
- ✓ Mme. Martin and I will be working on the annual report and present to the GBs in the New Year.
- ✓ Literacy week will be held the week of December 8<sup>th</sup>.
- ✓ School budgets will be presented at the December meeting
- ✓ Holiday Choir Concert will be held the evening of December 11<sup>th</sup>. We have 100 students participating.

Discussion ensued concerning the Remembrance Day assembly; Teachers expressed the desire to have Veterans visit the classrooms to create a more intimate discussion/presentation. This would allow the students to ask questions. Another request was made for younger Veterans to visit the school.

14-15-19 *It was moved by B. Bagshaw to approve the request by Ms. Cindy Mikromastoris to apply for grants towards the purchase of Phys. Ed. equipment. The motion was seconded by L. Sulano, was carried unanimously.*

14-15-20 *It was moved by J. Pastor to approve the Social Action Team's fundraisers. The motion was seconded by K. Santaguida, was carried unanimously.*

## **2.8 Questions from the Public**

Parents request that permission slips for more expensive field trips be sent out earlier than usual in order to be better prepared.

**Adjournment:** The meeting was adjourned at 8:05pm.

*14-15-21 It was moved by B. Bagshaw to adjourn the meeting at 8:05pm. The motion was seconded by J. Pastor, was carried unanimously.*

**Next Meeting Date:  
Wednesday December 3rd, 2014. Place and Time TBA**