

**St. John Fisher Senior Elementary**  
**Governing Board Minutes 11/09/2022**  
**7:00 p.m. – 9:00 p.m.**  
**Zoom Meeting (COVID 19)**

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**Type of Meeting: Governing Board – Regular 2022-2023 #2**

**Parent Members:** Nadia Lawand, Tiffani Wheeler, Christine Archambault, Erica Follon, Isoken Joyce Obasohan

**Parent Substitutes:** Andrea Borrelli, Krystel Mabel

**Staff:** Laura Sulano, David Arless, Rachel Éthier, Marie-Helene Mondor, Carolyn Schrider

**Ex-Officio:** Lucy Glave (Interim Principal)

**Community Representatives:** Daphne Phillips, Allison Saunders

**Guests:** Nadia Jasmin, Melissa Brière

**AGENDA TOPICS**

**2.1 TERRITORIAL ACKNOWLEDGEMENT**

Christine Archambault read the Territorial Acknowledgment.

**2.2 CALL TO ORDER AND WELCOME**

Christine Archambault welcomed everyone and called the meeting to order at 7:07pm.

Christine Archambault introduced the Interim Principal, Lucy Glave.

**2.3 ADOPTION OF THE SEPTEMBER 14, 2022 MINUTES**

A motion to adopt the September 14, 2022 Special Governing Board meeting duly proposed by Tiffani Wheeler, seconded by David Arless. The minutes were approved unanimously.

**Resolution: 22-23-14**

**2.4 ADOPTION OF THE OCTOBER 4, 2022 MINUTES**

A motion to adopt the minutes of the October 4, 2022 Special Governing Board meeting duly proposed by Tiffani Wheeler, seconded by David Arless. The minutes were approved

unanimously. **Resolution: 22-23-15**

**2.5 ADOPTION OF THE OCTOBER 12, 2022 MINUTES**

A motion to adopt the minutes of the October 12, 2022 Governing Board meeting duly proposed by Laura Sulano, seconded by Rachel Éthier. The minutes were approved unanimously.

**Resolution: 22-23-16**

**2.6 ADOPTION OF THE AGENDA NOVEMBER 9, 2022**

A motion to adopt the agenda was duly proposed by Tiffani Wheeler, seconded by Erica Follon. The agenda was approved unanimously. **Resolution: 22-23-17**

## **2.7 QUESTIONS FROM THE PUBLIC**

### **2.7.1 CONSTRUCTION AT SENIOR SCHOOL**

Nadia Jasmin, a parent of a grade six student, spoke to the Governing Board about the ongoing construction at the Senior School. She spoke about the noise levels and the need for teachers to change classrooms because it is overwhelming. She mentioned complaints about vibrating tables, swearing from construction workers, the teachers needing to close the windows (which is not good during COVID). Nadia Jasmin wrote to the teachers and to Coleen Turner. Ms. Turner contacted her superiors at the school board and the noise levels were suppose to go down, however they did not. Nadia Jasmin understands that the construction is out of our hands and that it is being done to address a security issue at the school, however we need to respect/support our teachers and the environment they are working in. Can work be done in the evening or on the weekend?

Lucy Glave commented that she has contacted the project manager and is waiting for answers. Tiffani Wheeler spoke about being in the grade three area of the school and how the classroom is full of smells from the machines used, the window are shaking, the workers are using fowl language. It is an unsuitable environment for learning.

Laura Sulano commented that construction had begun by mid-August; however, there was a delay because they had uncovered pipes underground that they needed to inspect before continuing with the project.

Lucy Glave responded that writing a letter of complaint from the Governing Board would be the next step.

Allison Saunders commented that the Chair of the Facilities and Securities Committee at the School Board, Commissioner Craig Berger, should be included in this letter.

Tiffani Wheeler and Christine Archambault will draft a letter of complaint and share it with Governing Board before sending it to the School Board.

Nadia Lawand put forth a motion for the Governing Board to write a letter stating that we are not happy with the situation, asking for a timeline and for future projects to consider not having this type of work done while school is in session. Seconded by Tiffani Wheeler and approved unanimously. **Resolution: 22-23-18.**

### **2.7.2 CLASS PET BISCUIT**

Motion proposed by Christine Archambault to move this topic up in the agenda. Seconded by Laura Sulano and approved unanimously. **Resolution 22-23-19.**

Melissa Brière presented information regarding her dog Biscuit. Biscuit was a class pet during the 2021-2022 school year. He was in the classroom to help with student anxiety, promote student participation, attendance and to increase academic performance. Melissa Brière would like to ask the Governing Board to approve of Biscuit in the classroom for the 2022-2023 school year.

Concerns were raised about children who are scared of animals, children who have allergies and children who might feel anxious around animals.

Christine Archambault motioned to approve Biscuit as a class pet, pending a written letter to parents that outlines details about Biscuit and that there aren't any issues concerning having Biscuit in the classroom. Seconded by Rachel Éthier and approved unanimously.

**Resolution: 22-23-20 Appendix 1**

## **2.8 BUSINESS ARISING**

### **2.8.1 GOVERNING BOARD INCOME STATEMENT**

Lucy Glave requested that the Governing Board Income Statement be tabled until the December 14, 2022 meeting.

### **2.8.2 AVAB PLAN**

Christine Archambault commented that no further changes need to be made to the Anti-Violence Anti-Bullying Plan this year.

## **2.9 NEW BUSINESS**

### **2.9.1 EMERGENCY PREPAREDNESS PLAN**

Lucy Glave requested that the Emergency Preparedness Plan be tabled until the December 14, 2022 meeting.

### **2.9.2 DAYCARE PARENT USER COMMITTEE**

Christine Archambault commented that this item would be discussed at the end of the meeting during the Correspondence Section.

### **2.9.3 SCHOOL PHOTO CONTRACT**

Christine Archambault informed the Governing Board that Home & School sent a letter requesting Governing Board to assume responsibility for the School Photo Contract. This does not fall under the Governing Board Mandate; however, this item will be readdressed with Stephanie Héroult upon her return.

### **2.9.4 FIELD TRIPS**

Christine Archambault reported that there are no field trips to be approved this month.

### **2.9.5 CONSULTATION: SCHOOL/CENTRE NAME POLICY**

Christine Archambault shared the School/Centre Name Policy Consultation. This document is to inform Governing Board of the protocol we would go through in order to change the name of something. **Appendix 2**

## **2.10 REPORTS**

### **2.10.1 PARENTS' COMMITTEE**

Christine Archambault commented that the next Parents' Committee meeting takes place this week. Once a copy of the report is provided, it will be attached to the minutes.

### **2.10.2 SNAC-AGM**

Erica Follon commented that the next SNAC meeting takes place at the end of November. For information regarding the IEP Presentation, please visit:

<https://sites.google.com/lbpearson.ca/snac-lbpsb/presentations?authuser=0>

### **2.10.3 HOME AND SCHOOL**

No one from Home and School was present at the meeting and there is no report submitted.

#### **2.10.4 DAYCARE**

Laura Sulano presented the Daycare Report. A copy of this report is at the end of the minutes.

**Appendix 3**

#### **2.10.5 COUNCIL OF COMMISSIONERS**

Allison Sauders presented her report. The Council of Commissioner summary for the November meeting is this link: <https://www.lbpsb.qc.ca/wp-content/uploads/2022-11-01-Summary-EN.pdf>. Communications & Marketing committee talked about website accessibility – School Board site is now compliant, school sites are to come. She welcomed our new student commissioners. New parent commissioners will be sworn in on November 28, 2022. EDDI update: working towards providing more resources for the LBPSB community on the board website.

#### **2.10.6 TEACHER'S**

No teacher report was presented/submitted.

#### **2.10.7 PRINCIPALS' REPORT**

Lucy Glave thanked everyone for being patient awaiting the return of Stephanie Héroult. She also thanked Aimee Henein and Laura Sulano for answering her many questions. Lucy Glave commented on the following areas:

\*The literacy program for grade three is ongoing until the middle of December.

\*First term finished on November 4, 2022, report cards are out November 15 and parent teacher interviews are November 17 & 18.

\*David Arless spoke about the CBC Music Class Challenge. We have entered twice this year; the usual choir entry and Rockband plus the whole school. He also thanked Home & School. A logo was designed for the Music Department and Home & School paid for the t-shirts. Thank you also to Victor Guerriero and Jason Bolanis.

\*Lucy Glave reported that Reading Week would happen in November.

\*Resource and teachers have been working hard with getting the IEP's together.

\*Sickness (not COVID) is on the rise.

\*Tom Rhymes, Assistant Director, is retiring in January.

#### **2.11 QUESTIONS FROM THE PUBLIC**

No questions from the public.

#### **2.12 CORRESPONDENCE**

##### **2.12.1 THE NAMING OF THE TERRAIN CHARLES 'CHUCK' POIRIER FIELD**

Christine Archambault informed Governing Board that we received a letter asking us to consider renaming the lower field at SJF to Charles 'Chuck' Poirier Field. A motion put forth by Christine Archambault to write a letter in support of adopting the name Charles 'Chuck' Poirier Field. Also with this motion, we would like this letter sent to the school board when we respond to the School/Centre Name Policy Consultation. This motion was seconded by Laura Sulano and approved unanimously. **Resolution: 2022-23-21. Appendix 4**

### **2.12.2 DAYCARE PARENT USER COMMITTEE**

Christine Archambault commented that during our October Governing Board meeting we voted to not have a Daycare Committee; however since then there have been three parents who have shown interest in being part of a Daycare Committee. Christine responded to their emails and to-date we have not heard back from them.

-an issue was brought forth regarding lunch and daycare users. Laura Sulano explained that the lunch hour is completely separate from Daycare. There is no funding for the lunch supervision. The parents pay for the salaries of the lunch supervisors. Whereas for Daycare the parents pay a portion of the costs and the government funds the remaining costs. Parents who use the before school and afterschool daycare services would be the only parents allowed to be part of a Daycare Committee. Only two of the parents who contacted Governing Board to sit on the Daycare Committee were before and afterschool daycare users; the other parent is a lunchtime user who would not be allowed to be part of the committee.

- Parents can always send an e-mail or letter to the Governing Board and come to a meeting and express their concerns.

### **2.13 VARIA**

#### **ADJOURNMENT**

The next Governing Board Meeting is December 14, 2022 at 7:00pm via Zoom

Motioned at 8:54 pm by Christine Archambault to adjourn the meeting. **Resolution: 22-23-22**

Respectfully submitted  
Tiffani Wheeler

# Appendix 1

December 6th, 2021

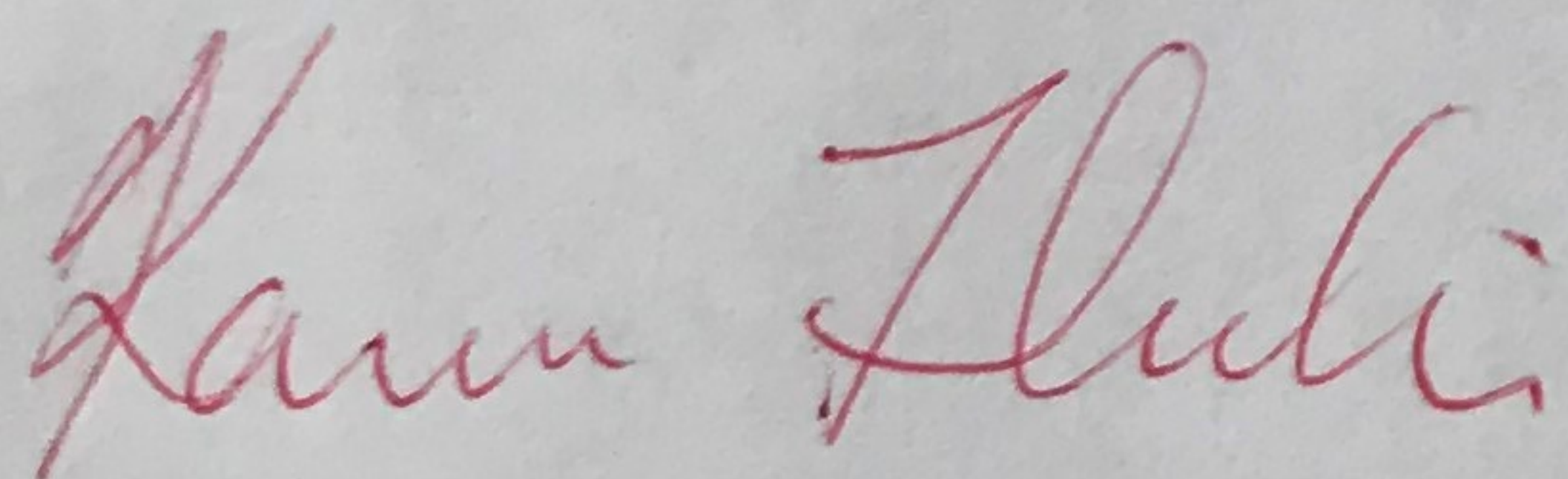
To whom this may concern,

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





## REGISTER OF OFFICIAL DOCUMENTS

### SCHOOL/CENTRE NAME AND EXTERNAL PROPERTY NAME POLICY

**Category and code:** P- 2.10

**Date of Coming into Force:**

**Number of Pages:** 6

**Origin:** Legal Department

**Operator and Storage Site:** Legal Department

**History:** Adopted by resolution 2002-01-#19  
Revised by resolution 2013-05-#09  
Revised by resolution XXXX-XX-XXX



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## 1. Objective of the Policy

The objective of this policy is to establish a procedure for choosing the name of a new school/centre or for changing the name of an existing school/centre as well as for naming or changing the name of an external property of the School Board.

This policy also respects LBPSB's values and its stated commitment to the principles of Equity, Diversity, Dignity and Inclusion (EDDI).

In this policy, external property is defined as outside premises, facilities or installations owned by the School Board, such as a field or a wooded area, but excluding the exterior walls of its buildings.

## 2. Responsibility

The Council of Commissioners consults and makes the decision in determining the name of a school/centre or of an external property.

## 3. Criteria for Choosing the Name of a School/Centre or of an External Property

The name of a school/centre or of an external property must be significant to the community served by the school/centre and for the School Board as a whole. The name chosen must reflect the School Board's vision and values. Careful reflection should be taken to prevent choosing a name that is tied to symbols or legacies of discrimination, prejudice, stereotypes or hate.

A School/Centre or an external property shall be named for:

### 1) An object, a symbol or a locale

The object or symbol must represent human, spiritual or educational values of the community and/or School Board.

The locale may be a street, town, or a geographical or geological area. To avoid confusion with provincial or municipal designations, the name of a locale will not apply to an external property of the School Board.

### 2) A person

The person must have made a significant and a positive contribution to the field of education or to Quebec and/or Canadian society, been inspirational to youth and to the community and be considered honourable.

In recognition of the diversity of Quebec and Canada, consideration should be given to groups of people who have historically not been well



represented due to their race, gender identity, sexual orientation, abilities, religion, or culture.

#### **4. Procedure for Determining a School/Centre Name**

##### **4.1 A Newly Built/Established School/Centre**

- a) The Council of Commissioners may propose names to the community for the new school/centre.
- b) The community may submit suggestions respecting the criteria of this policy to the Council of Commissioners.
- c) In the case of a new school/centre constituted of two or more blended student communities, the concerned Governing Boards and the Parents' Committee are consulted, as well as the Central Students Committee.
- d) The Council of Commissioners makes the decision after studying the recommendations.
- e) The deed of establishment will reflect the name chosen.

##### **4.2 A Change in an Existing School/Centre Name**

In the case of a proposed change to the name of an existing school/centre, the Governing Board(s) and the Parents' Committee must be consulted<sup>1</sup>.

- a) The Council of Commissioners may propose names to the community for the school/centre.
- b) After consulting with its community, a Governing Board may make a request for a name change to the Council of Commissioners.
- c) The Council of Commissioners makes the decision after studying the recommendations.
- d) The deed of establishment will then be amended to reflect the name chosen.

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<sup>1</sup> Refer to sections 40, 79, 101, 110.1 and 193 (2) EA



## 5. Procedure for Determining an External Property Name

In the case of an external property owned by the School Board, the provincial and municipal rules on assigning names and on signage must be respected.

### 5.1 A Newly Acquired or an Unnamed External Property

- a) The Council of Commissioners may propose names to the community for a newly acquired or an unnamed external property.
- b) The community may submit suggestions respecting the criteria of this policy to the Council of Commissioners.
- c) The Council of Commissioners makes the decision after studying the recommendations.

### 5.2 A Change in the Existing Name of an External Property

- a) The Council of Commissioners may propose names to the community for the existing external property.
- b) The Governing Board(s) of the school(s)/centre(s) concerned may also make a formal request to the Council of Commissioners, on their own or following a request from the community, after consulting with the community.
- c) The Council of Commissioners makes the decision after studying the recommendations.

## 6. Additional Requirements

A resolution from the Governing Board(s) concerned is required when a request and/or a suggestion for a school/centre or an external property name is made to the Council of Commissioners. The request must be accompanied by supporting documentation containing:

- a) Reasons for the request;
- b) Reasons for the suggested name;
- c) A biography of the person, if the name suggested is that of a person, and evidence of consent of the person or of their known next of kin, as applicable, to its proposed use;
- d) Evidence of community consultation.



**7. Process for a School/Centre or an External Property Naming Request from an Individual or a Group of Community Members (not already associated with or part of the school/centre concerned)**

**Step 1**

Contact the School Board's Secretary General to confirm ownership of the external property and the Governing Board(s) concerned. In the case of an external property, more than one Governing Board may be concerned.

**Step 2**

Submit the proposition to the Governing Board(s) of the concerned school(s)/centre(s).

**Step 3**

The concerned Governing Board(s) may consider the proposed naming/renaming of the school/centre or the external property and consult their community, as appropriate.

**Step 4**

Upon approval of the motion, each Governing Board concerned shall put forward a formal request to the Council of Commissioners to name/rename the school/centre or the external property. The formal request should include all the information outlined in Section 6 - Additional Requisite.

**Step 5**

After receiving the formal request, the Council of Commissioners shall study the request and render their decision on the naming/renaming of the school/centre or of the external property.

# Appendix 3

## November Governing Board Report

1. Tuesday October 25<sup>th</sup> we kicked off Halloween Week in daycare. Every day we had activities to celebrate. Tuesday was science day. We learned how many elastics can we put around a pumpkin before it explodes (323). Wednesday we played Halloween themed games. We had bat bowling, pin the heart on the vampire, word search monster eye ball race, ghost face, dip & more. Thursday we made Halloween lava lamps. Friday we made Halloween treats for our party and Monday we had our Halloween party. Upon their departure the students were given a Halloween Cookie to take home as a treat.
  2. On November 4<sup>th</sup> the daycare students collaborated with the Saint Anne's Veteran's Hospital and made poppy centerpieces for the residents. In addition we submitted notes of thanks that were read out during their commemorative luncheon.
  3. Our pizza & subway lunches are underway and running smoothly. I did hear the sandwiches were not filling up our bigger and taller grade 6'ers. Parents can double up on their order for a sandwich only, if requested.
  4. Today was Ms. Aimee's birthday and all the classes made cards to be delivered throughout the day. Ms. Aimee is our school's glue and we appreciate her lots.
- a. **Upcoming events** include our November 11<sup>th</sup> ped day at the the Ninja Factory and Cinema Guzzo on November 18<sup>th</sup>. Save the date for our Holiday Art Gala too. More info to come.

As always stay up to date with all our events on our facebook page.



# Appendix 4

Dear Ms. Archambault,

Thank you for your invitation to attend your upcoming governing board meeting on November 9, 2022. Unfortunately, I am unable to attend as I have a previous work engagement which I am unable to move. Please accept this brief letter instead of my in-person presentation.

I am a lifelong resident of Valois having attended Valois Park Elementary School and subsequently attended Lindsay Place High School as part of the class of 1990. I am currently employed as the Executive Director of Advancement at Loyola High School. I am also the former Chair of the Board at Valois Pool and have coached hockey, soccer, football, baseball, and swimming in the city over the years. My wife is a graduate of St. Thomas High School and both our boys attended St. Thomas. Our daughter is currently a grade eight student in the Sport Etudes program at John Rennie High School.

As you are aware from my presentation to the St. John Fisher Junior School Governing Board last week, the purpose for my contacting is to request the support of the governing board in honouring long-time Lester B. Pearson teacher, Coach, Vice-Principal and Principal, Charles "Chuck Poirier.

Mr. Poirier began his teaching career at Lindsay Place High School in the 1970s. During his tenure as a physical education teacher, he also took on the leadership of the LPHS Eagles football program and was a constant positive influence on all students during his time at LPHS. Mr. Poirier spent countless hours sharing life lessons with hundreds of young people at LPHS over his time there, both on the field and in the gym. Mr. Poirier even arranged his schedule so he could work as the cafeteria supervisor during lunch periods, cleaning tables and sweeping floors. He did not keep the money he earned rather; he turned it over to the football program to offset the team's operating budget.

Eventually, Chuck was offered an opportunity to take on a new professional challenge as a school administrator. He became a Vice-Principal and then Principal at St. John Fisher School. No matter the school or the role, Chuck was a humble, caring, and fair man who had the love and respect of the communities he served.

Chuck was also a tireless community builder having served as a board member at Viking Pool and as a football referee in local minor league, CEGEP and University football. Most notably, Coach Poirier remained in contact with many of his former students and players right up until his sudden passing on August 13, 2020.

In this same spirit as the city of Pointe-Claire renaming the "upper Lindsey" field in honour of Judge Lindsey Place, which will help to preserve the legacy of the school in the community, the common name of "lower Lindsay" field requires an update as Lindsay Place High School is now St. Thomas High School. With this in mind, I am requesting the Governing Board of St. John Fisher Senior School consider adopting a motion to support the naming of the sports field that lies between St. John Fisher Senior, St. John Fisher Junior, and St. Thomas High School (formerly Lindsay Place) as ***Terrain Charles "Chuck" Poirier Field***.

I have had the opportunity to share this vision with Chuck's wife, Karen along with several of Chuck's friends, colleagues, and students, as well as the St. John Fisher Junior School Governing Board. There is considerable support in the community and at the LBPSB to make this happen. I hope that I can count on your Governing Board as part of this group.

Thank you for your consideration of this request. Again, my apologies for not being able to be with you this evening. I will be anxiously waiting to hear what I hope will be a favourable outcome of your deliberations.

Best regards

Scott Corbett  
514-928-9222