

Minutes of the Forest Hill Junior Elementary School

Governing Board

Tuesday, October 29th, 2013 6:36 p.m.

Present: A. LaTraverse, J. Le Gallais, J. Field, T. Minisini, D. Fortier, S. Ozell, Emilie Lefebvre, C.-A. Wapen

Absent: D. Olivenstein, M. Zylberstein

Administration: Principal J. Le Gallais

Commissioner: D. Olivenstein

Recording Secretary: C. Bordo

Community Representative: -----

1. Call to Order

The meeting was called to order and quorum established at 6:36 p.m. by A. LaTraverse.

2. Adoption of the Agenda

Motion to adopt the agenda as presented proposed by S. Ozell and seconded by E. Lefebvre. **Motion carried**

3. Adoption of the minutes of the September 12th, 2013 meeting

Motion to adopt the minutes as presented proposed by T. Minisini and seconded by J. Field. **Motion carried**

4. Public Question Period None

5. Reports

5.1 Commissioners Report None

5.2 Principal's Report

- We have had 4 fire drills since the beginning of the year, one with the fire department present. All went very well. A lockdown practice is planned for November.
- Our Discipline Committee has instituted a Virtues program, which reinforces good behaviour with a recognition/reward system. Student can receive a coupon for demonstrating a virtue. Coupons can be awarded by teachers, administration and daycare staff. The students' names will be announced at our next assembly. We also plan to post all the names of the students in a Virtues Book, which will be displayed on the main bulletin board facing the lobby.
- The Pink T-shirt contest went very well, with lots of great designs received. A winner was chosen from both the Jr. and Sr. schools, and t-shirts can now be ordered through Home and School for \$10 each.

- We raised \$2800 for the Terry Fox Run.
- We have a new librarian, Jason Dupuis, and all our volunteers so the library is now in full operation.
- Our Spiritual Animator, Anne Vissers is leaving and she will be missed. We will hopefully have a replacement soon.
- We are still waiting for the budget for francization to be approved. In the meantime, we have hired Mélanie Gélinas as our “Aide aux devoirs”.
- On January 27th, 2014 the staff from both the Jr. and Sr. schools will attend a Professional Development workshop.

5.3 Daycare Report

- We have 103 students in daycare this year.
- We have had 2 PED days so far: September 30th we went bowling and October 4th was in-house and the children decorated pumpkins for Thanksgiving.
- Our November 1st PED day will be in-house. We will be doing a Remembrance Day craft with our Gr. 1 & 2's.
- The hot lunch program is running smoothly. The on-line ordering option is very popular with parents and helps make the program more efficient.

5.4 CPC Report

- T. Minisini reported on the first meeting held on October 1st, at which most of the issues discussed at GB were also covered.
- The decision was made to form a sub-committee representing either Elementary or High School, which will meet every other month.
- The budget was approved.

6. New Business

6.1 Ratify e-mail vote required:

Motion to ratify the e-mail vote to approve the Pink t-shirt design contest and fundraiser proposed by S.Ozell and seconded by D.Fortier. **Motion carried**

6.2 Approval requested by Principal:

- Field trips and Play/Authors visits as per document distributed to all present.

Motion to approve all fees for the field trips, play and author visits proposed by T. Minisini and seconded by S. Ozell. **Motion carried**

6.3 Anti-Bullying, Anti-Violence program review

- Only one change to make with regards to simplifying the incidents log, so that instead of using a colour-coded system, incidents will be recorded and filed in the principal's office.
- J. Le Gallais explained that the school will continue to be proactive in providing information to parents with regards to this program, as well as all other important information by posting the information on the school website.

Motion to approve the content change as described proposed by D. Fortier and seconded by T. Minisini.

Motion carried

6.4 Emergency Preparedness

- The binder has been brought up to date and is ready for signatures of approval.

6.5 Service Contracts

Motion to approve the service contracts for Mélanie Gélinas hired as an Aide aux devoirs and C. Bordo hired as Recording Secretary for Governing Board proposed by S. Ozell and seconded by D. Fortier.

Motion carried (Chair abstained)

7. Consultations

7.1 Enrolment Criteria 2014-2015 Tabled to next meeting.

8. Public Question Period None

9. Adjournment

Motion to adjourn at 7:30 p.m. proposed by J. Field and seconded by S. Ozell.

Motion carried

Adjourn - Next meeting Tuesday, November 26th, 2013

A. LaTraverse

Governing Board Chair

Carol Bordo

Recording Secretary