

**Minutes of the
Forest Hill Junior Elementary School Governing Board**

Tuesday, May 2nd, 2017 6:36p.m.

Present: T. Minisini, J. Le Gallais, M. Vivier, G. Haines, C.A. Wapen, D. Myles,
S. Ozell, D. Fortier, H&S rep. C. Sardhina

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 T. Minisini.

2. Adoption of the Agenda

J. Le Gallais asked to add 7.2.1 Annual Report, 7.2.6 Daycare Kit, 7.2.7 School Supplies

Motion to adopt the agenda with modifications proposed by M. Vivier and seconded by C.A. Wapen. **Motion carried**

3. Adoption of the minutes of the March 21st, 2017 meeting

Motion to adopt the minutes as presented proposed by G. Haines and seconded by D. Fortier. **Motion carried**

4. Email vote ratification of date for Scholastic Book Fair

Motion to ratify the email vote for the above-mentioned item proposed by M. Vivier and seconded by C.-A. Wapen. **Motion carried**

5. Resignation of André La Traverse

Governing Board members would like to thank André for his commitment during his multiple terms as Chair.

Motion to approve choosing a replacement in the fall at the GB AGM to complete the year remaining of A. La Traverse's 2 year term proposed by G. Haines and seconded by S. Ozell. **Motion carried**

6. Reports

6.1 Principal's Report

- We have 76 Kindergarten students registered for next year, 101 Grade 1 students, and 83 Grade 2 students, for a total of 260.
- We will have 2 teachers leaving next year as they will be in excess.
- Home and School has allocated an extra \$800 to be used for UDL initiatives.
- Important upcoming event - Teachers' play will run for 2 nights, June 21, 22. Funds raised through ticket sales will be used for UDL and other initiatives for the school. A poster will be up for the Soirée des Apprentissages with more details.

6.2 Daycare Report

- Daycare children have been busy working on the Father's Day gift, and we have been preparing for the Grade 2 send-off.

6.3 Sector Parent's Committee Report – No report

6.4 Home and School Report (sent out to members via e-mail)

- We will be selling Pink T-shirts at Portfolio Night May 3 (K) and May 4 (1-2).
- Sabrina will be doing a Home & School presentation May 19 Orientation day.
- We shall be present with H2O and snacks for the Jr play on June 21 & 22.
- The Craft Fair is this Saturday, May 6th from 10:00am – 4pm. There will be of course delicious food and beautiful crafts from the crafters! A few students will be selling their own crafts to help raise money as well! We will also be selling raffle tickets for great gift baskets, show and sports tickets, yoga classes, gift cards ... the list goes on! We want to thank our tireless volunteers at Home and School and especially Jennifer Maroufi who is our amazing Coordinator of the Craft Fair this year.
- **BBQ** – The date for the BBQ is June 2. There is a change for the rain date originally scheduled for June 8th, but this has been changed to June 16th. The reason being Everblast (inflatables and games) are not available on June 8th.

- **Creation of 2 new Home & Schools** – The QFHSA has given us the green light to create our own constitutions and by-laws for each H&S next year. Sabrina will be heading a subcommittee to ensure a smooth transition. Our AGM is on May 29th for the elections of both Home and Schools. We are hoping by Wednesday of this week to have a sheet of all the positions up for election and these will be posted at the entrance to each campus.

6.5 Commisioner's Report (sent to members via e-mail)

1. Administrative Appointment - Vice Principal LaSalle Community Comprehensive High School (LCCHS)

- Since the position of Vice Principal of LCCHS will become vacant as of April 7, 2017. The Board appointed Maria Pan as Vice-Principal of the LaSalle Community Comprehensive High School (interim status) effective April 3.

2. SNAC Report

- **Advising the School Board on the implementation of IEP programs**
- Discussions continued on how this responsibility will be fulfilled. Some of the specific areas for discussion were around confidentiality issues, handling complex cases, understanding the complaint examination procedures, and how comfortable members are with this responsibility.
- **IEP Parent Representative on Governing Board:**
- A subcommittee continues to work on documentation to support those who have been selected to take on this role. For further information on the position, please do not hesitate to contact SNAC at snac@lbpearson.ca
- **SNAC Transition to High School Workshop:**
- A workshop for parents is scheduled for Thursday, April 27th in the main boardroom at the school board. The specifics of what the night will entail are being finalized and will be made available in the upcoming weeks.
- **April 4th WOTP Presentation:**
- SNAC was advised that the board will be holding an information night for parents on the Work Oriented Training Program (WOTP). The information session will be held at the school board Tuesday, April 4th, 2017, from 7:00-8:30. General information on the WOTP can be

found at: <http://snac.lbpsb.qc.ca/eng/WOTP/page.asp>. Both high school and elementary school parents are welcome

3. Human Resources Report

- D. Chisholm reported on Teacher Evaluations and the improvements that have been made to the current evaluation mechanisms provided by the local agreement that are to be included in the annex of the local agreement. Until then, teachers continue to be evaluated based off mechanisms in the current local agreement.
- J. Brennan reported on the Employee Assistance Program joint-tender that is scheduled to go out no later than the last week of March, 2017. The joint-tender is in cooperation with the New Frontiers, Riverside and Sir Wilfred Laurier school boards. The new EAP program is projected to begin July 1st, 2017. The results of the tender bids are to be presented at a Special HR meeting in April, 2017 (date to be confirmed) for a recommendation to Council.
- J. Brennan presented the three (3) school year calendar options for 2018-2019. They are to be reviewed by the PTU, Parents' Committee, Central Students and Governing Boards. After consultation, the preferred option will be brought to Admin and subsequently presented to the HR Committee.
- J. Brennan reported on a joint project between the union and LBPSB to develop a workshop that was presented at Sunshine Academy. The workshop designed to define the roles and responsibilities of the principals and the staff council had been so well received that a decision was rendered to offer it to other schools/centers as well executive.

4. Executive Committee Report

- The Land Sales Report was presented by C. Heffernan who informed us that she had received a letter from MEES approving the sale of the former Thorndale and ILC M. Tabachnick buildings to the Commission Scolaire Marguerite-Bourgeoys. The MEES approved a grant equivalent to 30% of the municipal value of the buildings for capital projects.
- The Executive Committee recommended the final LBPSB Three to the Year Plan of Allocation and Destination of Immovables of the Lester B. Pearson School Board for 2017-2018 to 2019-2020 be submitted for adoption at the meeting of Council to be held on May 29, 2017.

5. Facilities Report

- Correspondence: A letter, via email, was received by the Chair and Vice-Chair of the Committee from the 2 student commissioners expressing specific issues related to washrooms, lighting, furniture and transportation. A reply will be forthcoming letter from the Chair of the Facilities Committee.
- Resolution(s) - A number of projects were discussed and resolutions passed. All projects pertain to work on strengthening the building envelope, washrooms upgrades, doors, etc.
- Upcoming smaller-scale projects were also discussed. • Evergreen Project • Forest Hill Jr Project

6. Central Students Report

- Their last meeting was held on March 21st, where their main focus was the upcoming One Day Summit. The Summit will take place at PCHS, and it will be on May 1st, and they spent the first thirty minutes working out a name and a potential logo for the event. Topics such as self-image, the importance of creativity, and facing your fears may be workshops for the students to choose from.
- They also discussed Welcome to Our World, where they will be inviting elementary students to visit the CSC and teach them about the exciting aspects of high school and the CSC. This will be taking place on the 20th of May.
- They passed around copies of the Petition to include LGBTQ+ Sex Ed in the classes to each school that attended the meeting, and hopefully by the next meeting the students will have gotten a decent amount of signatures. The students are very supportive of this idea and are happy to participate in anything that will help raise awareness and equality in LBPSB schools.

7. Pearson Educational Foundation

- This year PEF sponsored 2 schools to go to the CRC Robotics Competition at Vanier College in February, 19 teams from 5 schools to go to Robo-Junior at Royal West Academy in April, and 19 teams from 4 schools to compete in the Montreal Regional Science & Technology Fair being held at Concordia University in late March. Visit the Educational Alliance for Science and Technology website www.sciencetech.ca to see all the information about the various events in which our students will be participating.

8. Electoral Divisions Request

- The request was made to the Minister of Education, Recreation and Sports to authorize the Lester B. Pearson School Board to establish two (2) more electoral divisions than provided for in section 6 of the Act Respecting School Elections. This would enable us to maintain the same number, 12 wards, that we presently have as they are only offering 10.

7. New Business

7.1 Field Trip approval:

Cross Country Run at Dorset Elementary May 10th Grades 1&2

Motion to approve the above-mentioned activity proposed by S. Ozell and seconded by D. Fortier.

Motion carried

Daycare PED day field trip to Woo Hoo on September 1 \$30/child

Motion to approve the above-mentioned activity proposed by S. Ozell and seconded by D. Fortier.

Motion carried

7.2 Documents for 2017-2018 school year

7.2.1 Annual Report

Motion to approve the Annual Report with footnote to clarify the meaning of "SR" proposed by C.A.Wapen and seconded by M. Vivier

Motion carried

7.2.2 School fees *TO REVIEW NEXT MEETING

Motion to approve the 2016-17 School fees as presented proposed by S. Ozell and seconded by M. Vivier.

Motion carried

7.2.3 Anti-Violence and Anti-Bullying Plan

Motion to approve the 2017-18 Anti-Violence and Anti-Bullying Plan with modification proposed by G. Haines and seconded by S. Ozell.

Motion carried

7.2.4 Code of Conduct – removed reference to use of the Portal and replaced with Google Apps for Education account.

Motion to approve the 2016-17 Code of Conduct as presented proposed by T. Minisini and seconded by A. La Traverse.

Motion carried

7.2.5 Agenda inserts

Motion to approve the Agenda inserts with modifications proposed by M. Vivier and seconded by D. Fortier.

Motion carried

7.2.6 Daycare Kit - increase fee to \$8.15

Motion to approve the 2017-2018 Daycare Kit with modifications proposed by M. Vivier and seconded by G. Haines.

Motion carried

7.2.7 School Supplies – Tabled to next meeting

7.3 Consultation on By-law 1 (2017) and By-law 1E (2017) – dates of meetings

Motion to approve dates of the meetings proposed by M. Vivier and seconded by D. Fortier.

Motion carried

7.4 Consultation on Three-year Plan of Allocation and Destination of Immovables 2017-2020

Motion to approve the plan as presented proposed by D. Fortier and seconded by C.A. Wapen.

Motion carried

7.5 Consultation on By-law 9: Complaint Examination Procedure

Motion to approve the plan as presented with grammatical errors proposed by D. Fortier and seconded by C.A. Wapen.

Motion carried

7. Public Question Period None

8. Adjournment

Motion to adjourn at 8:07 p.m. proposed by M. Vivier and seconded by S. Ozell.

Motion carried

Adjourn - Next meeting June 13th, 2017

T. Minisini

Governing Board Chair

Carol Bordo

Recording Secretary