

# Minutes of the Forest Hill Junior Elementary School

## Governing Board

Tuesday, June 13<sup>th</sup>, 2017 6:40 p.m.

**Present:** T. Minisini, J. Le Gallais, G. Haines, C.A. Wapen, D. Myles, D. Fortier, S. Ozell, C. Sardinha

**Absent:** D. Olivenstein, M. Vivier

**Administration:** Principal J. Bray Le Gallais, Incoming Principal L. Larente

**Commissioner:** D. Olivenstein

**Recording Secretary:** C. Bordo

**Community Representative:** -----

### 1. Call to Order

The meeting was called to order and quorum established at 6:40 p.m. by T. Minisini.

### 2. Adoption of the Agenda

**Motion** to approve the agenda with change proposed by C.A. Wapen and seconded by D Fortier. All in favour. **Motion carried**

### 3. Adoption of the minutes of the May 2<sup>nd</sup>, 2017 meeting

**Motion to** adopt the minutes as presented proposed by G. Haines and seconded by C.A. Wapen. All in favour. **Motion carried**

### 4. Public Question Period None

### 5. Reports

#### 5.1 Principal's Report

- Welcome incoming Principal, Lisa Larente to Forest Hill.
- Enrollment is presently at 264 for 2017-18. There will be five Grade 1 and four Grade 2 classes. Kindergarten presently at four classes.
- J. Le Gallais presented her farewell to the members, and T. Minisini expressed on all GB members behalf and the school community, that she will be greatly missed.

#### 5.2 Daycare Report

- Enrolment for daycare is down from 88 last year to 70 students for 2017-2018.
- Plan to get the entrepreneurship program for daycare started for next year. One of the members of the supervising staff will be in heading the program.

- C.A. Wapen announced that she and daycare staff member W. Decarie will begin progressive retirement next year, with D. Sarjeant (presently completing D/C Coordinator program) as replacement.
- Presentation of this year's Grade 2 send-off project to GB members. The tin can bird feeders will be installed around the school yard for students to enjoy.

**5.3 CPC Report** - No report. The CPC will be holding a meeting on July 13<sup>th</sup>, in order to discuss how to better structure off-island representation to ensure adequate representation.

#### **5.4 Home and School Report**

- Members have now separated into 2 H&S associations, one for JR and one for Sr. to better serve each school.
- Ice cream/pizza/Subway - have changed suppliers for ice cream (Dairy Queen) and pizza (Pizza Bravo). Prices remain the same. Discussion regarding ice cream, i.e. cannot describe as peanut-free. Subway will return to Junior campus, as per parents' requests. Ice cream will be offered on alternate Thursdays, and pizza/subway on alternate Wednesdays.
- Cheque fundraiser – suggestion to raise the amount from \$35 to \$40.
- Anti-bullying t-shirts – tabled to next meeting.

**Request for approval** : Continuation of ice cream/pizza and Subway fundraisers and increase in the amount requested for the cheque fundraiser

**Motion to** approve the ice cream/pizza/Subway fundraisers as presented proposed by C.A. Wapen and seconded by D.Fortier. All in favour. **Motion carried**

**Motion to** approve the cheque fundraiser with increase in donation amount proposed by G. Haines and seconded by D. Fortier. All in favour. **Motion carried**

#### **5.5 Commissioner's Report (sent via email to GB members)**

##### **1. Administrative Staffing Changes-head office**

- The new Director for Region 1 is David Chisholm replacing Veronique Marin who is the new Director of International schools.

##### **2. Administrative Staffing Changes-Schools and Centres**

- The list is front page of the website

##### **3. Programs and Services Report**

- Presentations
- DELF Presentation (Diplome d'Études en Langue Française) One of the objectives of the 2015-20 Strategic Plan is to consider a process for certifying students in our Immersion program. We want something that would speak to our students' capacity in French at the end of Secondary III. The DELF certification is one of the options we are considering. DELF is a diploma awarded by the French Ministry of Education. The DELF exam evaluates the French language capacity of non-French speakers. It is internationally recognized and the evaluation standard is consistent across the world. DELF has been available in Canadian provinces for the past 10 years. LBPSB has chosen DELF for its status and the fact that it is nationally and internationally recognized. Most importantly, the evaluation standards are based upon the Common European Framework for Languages which places a premium on communication capacity. When we looked at the evaluation process itself, we saw how it connected to the program that we are already using in elementary and high school. There are 6 levels to DELF ranging from A1 to C2. The B1 certificate is of interest to us for our secondary 3

students. The B1 certificate means that these students may have a job and function in French. It is more meaningful for us to have this kind of level. The B2 certificate means they can take French classes in a French University. There are 35 exam centers across Canada. In Quebec, McGill is certified to evaluate adult candidates and LBPSB is the only institution certified to evaluate youth. In February, seven people were trained to obtain certification to become DELF evaluators. Last week the group evaluated the first cohort of students at Beurling as a pilot project. All passed the B1 level and 2 students passed the B2 level. These were candidates from secondary 3, 4, and 5. We were very pleased that all were successful. This school year, teachers from Mac, BHS, Riverdale, Beurling and JRHS have attended a 3 day training session and now most of these schools want to implement DELF in their school for next school year. We have had interest from LPHS, Westwood, PCHS, St. Thomas and LCCHS. We will be talking to those schools.

#### **4. SNAC Report**

- Transition to High School-Parent to Parent Evening - The evening was extremely successful. Around 40 parents attended and learned and exchanged information on this essential step in their children's progression through the school system. Parents were able to have their many questions addressed and most importantly see that their concerns were shared by many others as well. A question and answer document will be available by the end of the month on the SNAC website. Many thanks to the organizing committee who did a splendid job.
- SNAC AGA • SNAC will hold its AGA next September 27 at 7:00 p.m. in the Boardroom.

#### **5. Youth Calendar-2018-19**

- The Youth Sector School Calendar for the 2018-2019 school year (Option 2) was adopted.

#### **6. Executive Committee Report**

- The Land Sales Report was presented by C. Heffernan who informed us that the scolaire Marguerite-Bourgeoys will take possession of the former Thorndale Elementary School building at the end of May and as a result, an amount of \$2.7M will be allocated to the Capital Projects budget.
- The Executive Committee recommended to Council that the Three-Year Plan of Allocation and Destination of Immovables of the Lester B. Pearson School Board for 2017-2018 to 2019-2020 be approved.
- The Executive Committee approved the number of representatives on the Governing Board of each school and centre for the 2017-2018 school year

#### **7. Governance and Ethics Report.**

- Committee recommended that the Council ratify the new Ethics policy which it did.

#### **8. Westwood Sr. Litigation Settlement**

- Facilities - Litigation Settlement – Westwood Senior – Groupe Geyser inc.
- The Lester B. Pearson School Board (LBPSB) awarded a contract to Groupe Geyser inc. in 2009 for the expansion project at Westwood High School Senior Campus (Project #0504). The work was fully completed in May 2010 for a total amount approved by LBPSB of \$5,676,888.37 plus tax. Groupe Geyser inc. claimed an additional payment of \$140,180.80 plus tax and legal proceedings were initiated in February 2013 by Groupe Geyser inc. in order to obtain payment of this additional amount. Legal opinions were obtained regarding the probable outcome of the litigation, in capital, interest and costs; and so a settlement conference was held before a judge of the Superior Court of Quebec on April 19, 2017. Groupe Geyser inc. agreed, during this conference, to settle the case, in capital, interest and costs, for a total amount of \$80,000 plus tax; and at its meeting of May 15, 2017, the Facilities and Security Committee recommended that the proposed settlement be approved.

#### **9. Communication and Marketing**

- Pearson News: Pearson News is available for the public to opt in and receive via email when new stories are posted. We encourage all to go to the LBPSB website and click on Pearson News and sign up
- **Fusion:** Communications team is creating a platform for parents to pay for accommodation bussing online instead of sending a cheque. The platform will eventually bridge out to pay other things such as school fees and field trips. Stay tuned! Term 3 report cards will be available for all parents via the Parent portal. A file manager is also being worked on so parents can access permission slips, forms, etc online

## 10. Central Students Report

- The last meeting was held on Tuesday May 16th and it was the last Central Students' Committee meeting for this school year. They discussed the success of their first board-wide leadership summit (LIFE) and what could be changed and improved upon. They want to thank all of the adults who helped make the event possible. They had two presentations from Scott Hammell. He kept the audience captivated with his magic tricks while tying in key ideas of leadership. He taught the group about how in order to be true leaders students must be there to support others when they need them. The day was filled with fun, dancing, motivation, and inspiring speakers who helped shape the next generation of leaders into better individuals. They are extremely proud of the CSC, who had an idea, and brought it to life.

## 11. Pearson Educational Foundation

- Many LBPSB families have been directly and severely affected by the flooding earlier this month. Like most people, the PEF Board of Directors realize action is needed. Schools and organizations throughout the school board are raising funds for our own LBPSB families in need, rather than simply donating to the general Red Cross Fund. Any person or groups of people, who are holding fundraising initiatives for the same cause, are invited to pool their revenues together with PEF, to help the most number of families possible. The Lester B Pearson Fun Run Committee has directed all the profits from their recent event, towards PEF's new Rona Cupak Flood Relief Fund, created for this purpose. PEF intends to provide clothing, shoes, and other necessities to the students whose families have been so negatively affected. This will be done anonymously on a case by case basis through working with school Administrators, LBPSB Region Directors and PEF staff. Anyone in our community at large who wishes to add their gift to this effort, is invited to send a donation either by cheque payable to Pearson Educational Foundation, 1925 Brookdale Ave, Dorval QC H9P 2Y7, or by paypal through our website at <http://pef.lbpsb.qc.ca> For all contributions, please make sure to include your full name, postal address and email address in order to receive a charitable tax receipt. All moneys contributed to the Rona Cupak Flood Relief Fund, will remain in the fund indefinitely, providing for the affected families as the needs become known.

## 12. Transportation Report

- Student Commissioners presented concerns over current late bus situation specifically for Westwood High School. Lengthy walks from drop off points are an issue during inclement weather and darkness as well as the desire to have late buses from other schools. TAC requested that a survey be done to determine if this has an effect on extra-curricular participation. The funds for additional buses or lengthened routes would come at a cost. A brief presentation was given to our CSC guests of Bus Planner Web.

## 13. Transportation Report

- **Flood** - The Transportation department worked diligently with the Transportation companies during the State of Emergency. Thank you to Diane Pellerin and her team by ensuring all of our students were safe during this difficult time.
- **Entitlement Letters** - Transportation entitlement letters will be sent to parents by the end of May.

## 14. Canada Homestay Network Agreement

- The Lester B. Pearson International Programs Department has been offering a homestay program to its international youth students as an option for lodging; and interest in the current homestay program is growing. The program will need to expand in both the youth and adult sectors; and the school board has limited resources to expand its local homestay program. The Canada Homestay Network Society (CHNS) is an established and reputable provider of homestay services for both youth and adults; and the International Programs department has negotiated an agreement with CHNS, which is at no cost for the Lester B. Pearson School Board. At its meeting of April 26, 2017, the International Committee recommended that the proposed agreement be approved: that the agreement with The Canada Homestay Network Society to provide homestay services to the international youth students of the Lester B. Pearson School Board be approved and it was.

## 6. New Business

### 6.1 UDL and Future-Ready fund allocation approval

- Plans to take UDL outside with “Learn through Play” projects

**Motion to** approve the setting aside of funds for UDL and Future-ready projects proposed by D. Fortier and seconded by G. Haines. All in favour.

**Motion carried**

### 6.2 June Proposed School and Daycare Budgets – distributed to members

**Motion to** approve the June Proposed Budgets as presented proposed by D. Myles and seconded by G. Haines. All in favour.

**Motion carried**

### 6.3 2017-2018 School Supplies list - have been reduced significantly from last year for Grades 1 & 2

**Motion to** approve the School Supplies List as presented proposed by D. Fortier and seconded by D. Myles. All in favour.

**Motion carried**

### 6.4 2017-2018 School Fees -modified from last meeting

**Motion to** approve the 2017-2018 School Fees with modification as presented proposed by G. Haines and seconded by D. Myles. All in favour.

**Motion carried**

### 6.5 2016-2017 Governing Board Annual Report

**Motion to** approve the 2017-2018 Governing Board Annual Report as presented proposed by G. Haines and seconded by D. Myles. All in favour.

**Motion carried**

### 6.6 2016-2017 Governing Board Financial Report

**Motion to** approve the Governing Board Financial Report proposed by D. Fortier and seconded by D. Myles. All in favour.

**Motion carried**

### 6.7 Governing Board composition changes for 2017-2018 - discussion

## 7. Date for AGM meeting set for September 7, 2017

## 8. Public Question Period None

## 9. Adjournment

**Motion to** adjourn at 8:19 p.m. proposed by G. Haines and seconded by D. Myles. All in favour.

**Motion carried**

*T. Minisini*

Governing Board Chair

*Carol Bordo*

Recording Secretary