

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

**Tuesday, February 1, 2022 @ 6:30 p.m. via Zoom**

**Present:** L. Larente, M. Cecere, R. Allen, K. Beardsell, M. Calo, P. MacNeil, A. Spinelli,  
K. Bishop, L. Cormier, C. Gareau, D. Myles, L. R. Sherstone, D. Sarjent

**Absent:** D. Olivenstein

**Administration:** 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 6:32 p.m. by M. Cecere.

**2. Adoption of Agenda**

**Additions: 6.9 Global School Play Day, 6.10 Field Trips, 2022-2023**

**Item tabled to next meeting: Budget Consultation**

**Motion to** approve the as presented with additions/changes proposed by P. MacNeil and seconded by D. Myles.

**Motion carried**

**3. Adoption of the Minutes of the meeting of November 23<sup>rd</sup>, 2021**

**Motion to** approve the minutes as presented proposed by A. Spinelli and seconded by R. Sherstone.

**Motion carried**

**4. Public Question Period – none**

**5. Reports**

**5.1 Principal's Report**

- Our partnership with Le Moisson was a successful one. FHJR families really stepped up and generously donated each week for the 4 weeks we collected items for this organization that helps families in need.
- Our Annual Holiday Bazar was held on December 15th. Students heard presentations by zoom from 3 different charities (Pearson Education Fund, Le Zebre Rouge and Mouse's Mittens). They then voted and chose to donate all funds raised from this event to Mouse's Mittens for the Old Brewery Mission – an initiative organized by a Grade 4 students at Forest Hill Senior. \$2115.60 was raised through this event.
- The Santa Bus was at FHJR on Dec. 20th. Students really enjoyed this activity, and it was a great way to end before the holiday break.
- The Vaccination Clinic for Covid was held at FHJR on December 8th. Over 60 students took advantage of this opportunity. Everything ran very smoothly. There will be a second vaccination clinic on Feb. 3rd for the second dose. Only those students who signed up for the first clinic can participate in the second clinic.
- Rapid tests were distributed to all students before the holiday break and will once again be distributed in January.
- Online learning was mandated by the government following the holidays. Devices were lent out to families who requested this. Overall, online learning went very well. The support from our school community was amazing. Thank you to our teachers and aides for the excellent job they did keeping our students engaged.

- Emergency Daycare was available during online learning. Up to 20 students attended on any given day during this time frame. Thank you to our daycare staff for the exceptional job they did during this time and for the support they provided for these students during online learning. Our resource team (Madame Vicky, Madame Sue and Madame Kassy) and our Special Ed. Tech, Ms. Kim, were also on hand to provide support. It was a team effort.
- We returned to in person learning on January 17th. We have been provided with extra masks so students and staff can change them more often throughout the day if needed. We are still awaiting the CO2 monitors.
- Our Virtual Open House was held on January 20th and was well attended. We currently have 73 students registered for Kindergarten next year. The registration period is open until February 4th.
- Our daycare tech, Gina Piccinini, will be leaving us. We are currently in the process of hiring a replacement. Many thanks to Gina for the great job she did at FHJR.

## 5.2 H&S Report

- We are still experiencing some delays with school clothing. Approximately 2/3 of our order has now been received and will be distributed as soon as school reopens. We are working hard with our supplier to get the remainder of our order as soon as possible. We are also in the process of accepting quotes from other suppliers, with the plan of changing clothing supplier next year.
- The bookfair in November sold a total of 275 books, approximately half of our sales for the bookfair held at the same time last year. We believe that a large part of this reduction in sales was caused by Scholastic's delivery policy changing from at-home delivery to in-school delivery. Our next bookfair will be in May – whether it is in person or virtual remains to be seen.
- Food fundraisers that were missed because of the school closure this January will be rescheduled to later in the year. The second payment for those who paid 50% in September is due on February 1st.
- Staff appreciation: in November we held a coffee cart with doughnuts, and in December a pizza lunch was held for all staff members.
- The toy auction was a success, raising \$740 in total. We plan to hold the event again next year and are considering asking the school community at large if they have items they would like to donate towards the auction.
- Pizza 900 has been rescheduled to February 17th.
- Ola Bamboo raised \$370 for Home & School. Our event was run during Black Friday, and unfortunately Ola Bamboo was offering a 30% off sale at the same time, which we believe may have caused our sales to be reduced. Should we run this event again next year, we will plan to have it happen before the holiday deals are in place.
- We are planning our second annual Scavenger Hunt for spring break again this year, at a cost of \$10 per family once again.
- We will be holding a trivia night during spring break – a free activity offered to parents in order to break up the monotony of staying home every weekend with little to do. This event will likely take place during the first weekend of Spring Break.
- Plantables will be launching at the beginning of March. Our team is coordinating with Fabienne to work out what the school needs and how we can offer parents the chance to contribute towards the community garden via a wish list, similar to last year.
- The contract with Super Recycleurs has been signed, and the activity will take place on May 13<sup>th</sup> from 7h30-17h30 in the parents' parking lot.
- Our end of year virtual talent show will be held again this year. Parents will have the opportunity to submit short 30-second videos of their children, which will be compiled by grade and shared in class by the teachers, as well as published on the school's Facebook page and the Home & School newsletter.
- Our next meeting will be February 7th.

### **5.3 Daycare Report – none**

**5.4 Sector Parents' Committee Report** – none, as meeting to be held later this week.

### **5.5 Commissioner's Report**

#### **1. External Auditors Report**

- Acceptance was given to the Lester B. Pearson School Board 2020-2021 Financial Statements, for submission to the Comité de gestion de la taxe scolaire de l'Île de Montréal and the Ministère de l'Éducation du Québec, showing revenues of \$325,282,280.00 and expenses of \$339,687,821.00, for a deficit of \$14,405,541.00.

#### **2. Administrative Staffing Change 2021-2022 – Head Office**

- Due to a loan of service, a position of Regional Director will become temporarily vacant; the position was posted, and a selection process was completed: Deborah Dixon was temporarily assigned to the position of Regional Director, effective January 17, 2022

#### **3. LBPSB Annual Report – 2020-2021**

- In accordance with section 220 of the Education Act, the School Board prepared an annual report containing a statement of its activities during the school year, and transmitted a copy of the report to the Minister of Education: The 2020-2021 Lester B. Pearson School Board Annual Report was approved and transmitted to the Minister of Education; and distributed to the Premier François Legault, also Minister responsible for Relations with English-Speaking Quebecers, to Christopher Skeete, Parliamentary Assistant to the Premier for Relations with English-Speaking Quebecers, to all Members of the National Assembly and to the municipalities on the territory of the Lester B. Pearson School Board.

#### **4. Central Students Committee Report**

- We began our meeting by answering the question of the month: A) What can we do to create safer spaces at school to share? What holds you back from sharing with others? The common themes expressed were:
  - Creating designated spaces where students can gather
  - Develop groups and clubs that lend itself to more inclusion
  - Broaden the discussion of education on people's differences and how to respect that. (beyond the classroom)
  - Creating school "Essential Agreement" amongst students and staff so that everyone can feel accepted and feel like they belong to the school community. Everyone has to feel that they fit in.
  - Staff need to focus on developing closer relationships with students to allow the building of a trusted relationship.
  - Create forums for discussion ex: clubs, committees, in-class discussions.

#### **3. SNAC Report**

- Conferences -A series of workshops will be of interest:
  - Autism in Context-March 27
  - Centre for Excellence and Learn Quebec- November 30 2. Website
  - SNAC would like to reconfigure and modernize its website. A subcommittee will use Google Platform, examine what changes are necessary and report to SNAC in order to make the website more accessible and user friendly.
  - Equality/Equity Posters. These will be sent to the schools in January.

#### **4. Programs and Services**

- 2020-2021 ANNUAL REPORT
- T. Rhymes gave an in-depth presentation highlighting information in the 2020-2021 LBPSB Annual Report. Some of the highlights included:
  - **Tell Them from Me Survey (TTFM)** responses related to transitioning back to school: At the elementary level, responses were overall positive. At the secondary level, students indicated some interest in having teachers

continue to use remote learning (slightly more than ½ indicated they agreed or strongly agreed, & roughly 20 % strongly disagreed or disagreed).

- 9/10 LBPSB students graduated with a high school diploma or a professional qualification. LBPSB's Continuing Education greatly contributed to that success rate.
- 100% of students aged 18-21 with special needs exited the youth sector with a Transition école vie active (TEVA) plan.
- Success rates in Elementary Mathematics, English and French were high; it was noted that exams were not mandatory and that not all schools opted to have them. ▫ Success rates in Secondary Mathematics, Science, History, English, and French were also high; it was noted that there was no end of year ministerial exams.
- All secondary schools offered a LBPSB Bilingual Certificate (DALF Orientation).
- All the Continuing Education centers had initiatives promoting a healthy and physically active lifestyle.
- Efforts to ensure that all schools monitor and continually update their Anti-Bullying and Antiviolence (ABAV) plans are ongoing.
- Student Engagement and Student Socio-Emotional learning continue to be priorities for the board.

## 5. Audit Committee

- **Budget Consultation** C. Heffernan and Danielle Laplante presented the proposed budget consultation for 2022-2023.
- The consultation questions were simplified to make it easier for the Governing Boards to provide feedback. The on-line option for providing the feedback will be available again this year. It was verified that the questions are in-line with what is being done in other School Boards and Service Centers. The committee has approved that the resolution introducing launching the consultation be brought to Council for approval.

## 6. Governance and Ethics

### • Discussion on Student Ombudsperson Report:

- Me. L. Sarrazin - Attendees had the opportunity to ask Me. L. Sarrazin questions related to her role and the Annual Report submitted at the November council meeting. Some of the topics touched on included:
  - Examples of the types of situations where the ombudsperson would intervene earlier in the complaint process (attendance, transportation, attendants for students with special needs, and bullying)
  - The limited number of times that students are contacting the ombudsperson and the possibility of reaching out directly to students to both introduce and explain the role the ombudsperson
  - Bill 9: advantage of having a local contact person and perceptions around impartiality
  - Review of Consultation Responses for the Policy on Student Representation at LBPSB There were 14 respondents: 3 LBPSB committees, 7 elementary, 3 high schools and 1 member of the public. Following an in-depth conversation around the policy's purpose, the role council plays in the CSC's mandate and supporting diversity, equity and inclusion, the committee agreed on some modifications to the draft policy. The main changes were meant to:
    - Specifically state that the CSC is student-led and will determine its mandate, composition, and constitution
    - Declare that LBPSB believes in developing the social and political habits of all its students, including those who may be more vulnerable, underrepresented and marginalized
    - Ensure that all secondary schools are invited to appoint representatives to CSC • Confirm that Student Commissioners represent and speak on behalf of all students in the youth sector
    - Confirm that Student Commissioners are to promote diversity, inclusion, and equity

## 7. Intercultural Advisory Committee

- The IAC had its second meeting of the year on November 30th. The first meeting on October 12th was a KAIROS virtual blanket exercise. We reviewed the mandate and composition of the committee and the non-disclosure form for parents and students. There was a review of the virtual blanket exercise from the people who

had participated in it. Some people had done both the in person and the virtual blanket exercise. They are both good and powerful ways of appreciating the history of Turtle Island (Canada) from an indigenous lens. The IAC will be recommending that a Youth version of the Blanket Exercise be incorporated in the Grade 10 History curriculum

## **8. Transportation Advisory Committee**

- The Lester B. Pearson School Board adopted the Student Transportation Zones for the 2022- 2023 school year; and the Transportation Advisory Committee made recommendations to Council regarding the school hours and user fees for Empty Seat bussing in the spring of 2022.

## **6. New Business**

### **6.1 Forest Hill Junior 2020-2021 Annual Report**

**Motion to** approve the Annual Report as presented proposed by C. Gareau and seconded M. Calo.

**Motion carried**

### **6.2 Forest Hill Junior November Revised Daycare Budget (see document attached)**

**Motion to** approve the Daycare Budget as presented proposed by R. Sherstone and seconded by D. Myles.

**Motion carried**

Question: How did the daycare deficit get brought down to zero, how was it financed?

Answer: After having to pay daycare educators through the March to June 2020 COVID shutdown but not collecting from parents and dealing with bubbles and reduced daycare sizes through 2020-2021 Forest Hill Jr ended up with a \$68,881 deficit.

Lester B asked the MEQ for reimbursement of the COVID caused deficits. The ministry did not recognize the full deficit for reimbursement. The school board chose to reimburse daycares for the deficits that daycares had at the end of 2020-2021 less the deficit daycares were already carrying prior to COVID. (We weren't carrying a deficit prior to Covid so we started the year off at zero.)

### **6.3 Culture à l'école Grants**

**6.3 A) Madeleine Turgeon outdoor mural painting with all grades**

**6.3 B) Jacques Boutin (March 24-25), Grade 1**

**6.3 C) André Clérin (February 24-25) Grade 2**

**Motion to** approve the above-mentioned activities proposed by C. Gareau and seconded by R. Sherstone.

**Motion carried**

### **6.4 Artist Inspire Grant – Montreal Steppers, K and Grade 2 – evote ratification**

**Motion to** ratify the evote for the above-mentioned activity proposed by P. MacNeil and seconded by R. Sherstone.

### **6.5 School-based Intercultural project: Akilah Newton' Meet the Author – February 15th**

**Motion to** approve the above-mentioned activity proposed by A. Spinelli and seconded by C. Gareau.

**Motion carried**

**6.6 Hoop Dancing by Centre d'art Préville, Grade 1, \$1375, (\$500 from intercultural grant) date tbd**

**Motion to** approve the above-mentioned activity proposed by A. Spinelli and seconded by R. Allen.

**Motion carried**

**6.7 Release of Report Cards (Feb. 11<sup>th</sup>) and Parent Teacher Interviews (Feb.17<sup>th</sup>) postponed due to the delayed return to school and 2<sup>nd</sup> Interim scheduled for April 22.**

**Motion to** approve the change of dates for the above proposed by R. Allen and seconded by A. Spinelli.

**Motion carried**

**6.8 Blanket Permission to go into the woods adjacent to the school yard for snowshoeing.**

**Motion to** approve the above-mentioned proposed by P. McNeil and seconded by C. Gareau.

**Motion carried**

**6.9 Global School Play Day February 2**

**Motion to** approve the above-mentioned activity proposed by L. Cormier and seconded by R. Sherstone.

**Motion carried**

**6.10 2022-2023 Field Trips -**

**Maple syrup activity, \$3/student, March 14<sup>th</sup>, 2022, covered by Field Trip Mesures fund**

**Kindergarten Centre de plein air Fatima, \$36.76/student, covered by Field Trip Mesures fund, June 6, 2022**

**Motion to** approve the above-mentioned activity proposed by L. Cormier and seconded by P. MacNeil.

**Motion carried**

**7. Questions from public – none**

**8. Varia – clarification regarding postponed skating activity having to be presented to GB again for approval**

**9. Principal Criteria Selection** – reviewed and added several relevant criteria to those listed in previous year This list to be forwarded to school board as suggestions to be considered for the selection process in the event a new principal needs to be appointed.

**10. Adjournment**

**Motion to** adjourn at 7:03 p.m. proposed by R. Sherstone and seconded by D. Myles.

**Motion carried**

Next meeting March 15<sup>th</sup>, 2022, at 6:30 p.m.

M. Cecere  
Governing Board Chair

Carol Bordo  
Recording Secretary

**GOVERNING BOARD RESOLUTION**

**TO ADOPT THE SCHOOL / CENTRE INITIAL 2021-2022 DAYCARE BUDGET**

**WHEREAS the Governing Board is responsible for adopting the School's Annual Daycare Budget proposed by the Principal, and shall submit the budget to the School Board for approval as per section 95 of the Education Act; and**

**WHEREAS the Principal shall prepare the Annual Budget of the School, (and) submit it to the Governing Board for adoption, as per section 96.24 of the Education Act;**

**WHEREAS the Governing Board of Forest Hill Junior has reviewed the proposed (2021-2022) budget as submitted by the Principal at the February 1<sup>st</sup>, 2022 Governing Board meeting, showing revenues of \$381,656 and expenses of \$381,656 and giving a budgeted net result of \$0**

**WHEREFORE BE IT RESOLVED that, on a motion by R. Sherstone, seconded by D. Myles, the budget for the 2021-2022 school year be adopted**