
Governing Board Meeting Minutes – September 24, 2019

Attendees:

Mr. Lambert, Ms. Shannon, Mme Lucy Filiatrault, Mme Nathalie Charland, Ms. Sandra Weir, Mme Tanya Caza, Ms. Reagan Niedan (alternate teacher's rep), Sue Lecavalier, Jennifer Gilligan, Chris Couture, Melinda Paradis, Daniel Olivenstein, Susan Nowak, Sarah Simunic, Marie-Eve Ducasse (alternate parent rep), Athena Soupliotos, Sacha Michailides-Armstrong (public / H&S fundraising)

Call to order

Meeting was called to order at 6:34.

Verification of Quorum

Confirmed.

Election of Chairperson

Chris Couture and Melinda Paradis have been elected. Chris as Chairperson and Melinda as Vice/Co-Chair.

Election of Parent Representative

Chris Couture will be point of contact to receive emails and notices.

Approval of the Agenda

Correction made to #6, minutes from June 2018 corrected to June 2019; correction made to #12, Date/time of next meeting changed from Tuesday, October 21st, 2019 to Tuesday, October 22, 2019; Mme Charland suggests moving Public Question Period (#11) to after Approval of Minutes (#6) and before Reports (#7) and also motions to end meeting at 8:30 p.m. tabling any remaining items; Mme Charland motions to approve/Athena seconds/approved by all.

Approval of minutes

AGA September 2019 minutes and June 2019 minutes reviewed; Melinda motions to approve/Sue seconds/approved by all.

Reports

a) **Principals Report:**

Mr. Lambert reviews the staffing for 2019-20; enrollment for this year is 311 students (official count to be confirmed September 30th); Report Card dates: October 15th, November 19th, March 9th and June 23rd; Terry Fox assembly and run was very successful raising approx. \$5400; Police Check forms for volunteers are at the front office; two fire drills and one mandatory lock-down drill have been completed successfully, third fire drill will most likely be September 26th; updates to follow regarding phys/ed shirts and whether they can be enforced as mandatory for phys/ed class; an a/c unit has been installed in the daycare room (across from the daycare office).

Upcoming Events/Activities

Ped Day / IEP preparation - September 27th

Progress Reports - October 15th

Photo Day - October 16th

b) **Service Contracts:** N/A

c) **Field Trips:** via e-vote September 11, 2019 the following field trips were approved:

Run Club every Tuesday/Thursday for 25 minutes at lunch time starting September 19th, 2019; both Ms. Tenant and Ms. Kouri will be in charge of the club, permission slips to be sent home; run club is to help students train for the LBPSB Cross Country meet on October 22nd

Ultimate Frisbee tournament at Edgewater Elementary on September 24th; cost is \$18/student to cover the cost of busing and tournament entry fees; this event is for Grade 6 students only

d) **Fundraisers:** Sacha presents upcoming Home & School fundraisers:

Chocolate Bars: Sacha requests approval for H&S to sell Laura Secord chocolate bars, \$3/bar = \$90/box with 40% of funds raised going to the music program and 60% raised going to outdoor enhancements; forms will be sent home with students and ordering of boxes can be done online; ordering period from October 4th - November 10th with delivery on November 21st at portfolio night; Mme Charland motions approval/Mme Lucy seconds/approved by all. *addendum: e-vote sent October 2nd to change the date of the campaign; ordering dates changed to after Thanksgiving until November 10th, delivery date of November 21st and 40% going to band and 60% going to other H&S incentives; e-vote approved by all*.

d) **Fundraisers** (continued):

Cookless Cookbook: Sacha would like to create a booklet of donated restaurant gift cards and raffle this off as one prize; tentative date to be after Easter 2020; Sacha puts forth the motion to approve the fund-raiser with further details to be presented at the October meeting/Mme Charland seconds/approved by all.

e) **Grad Activities & Fundraisers:** Ms. Weir mentions that grad clothing/hoodies are the top priority; there has been no grad meeting as of yet.

f) **Teachers Report:** Mme Charland gives updates on the first days back at school; Ms. Niedan reports afternoon recess appears to be really beneficial especially in the senior wing but Mme Charland mentions that the shorter lunch period is proving to be a little tricky for the juniors.

g) **Parent Representative:** N/A

h) **Commissioner:** Danny emailed his two council reports for review (June and August reports); in discussing SNAC (Special Needs Advisory Committee) Melinda agrees to be the liaison.

i) **Daycare:** Mme Lucy mentions that daycare registration is now done through Fusion; on the September 27th ped day it will be a Circus themed activity; referencing some lunch issues mentioned on Facebook, Mme Lucy advises that kids may seem rushed due to the second recess but more transition times have been allocated to the new routine; hats/scarves that were knitted last year will be donated to Centre de la Femme and the knitting program will start up again for those in daycare; Marie-Eve questions the daycare fees because in French schools the fees are much lower, Mme Lucy explains the difference in the staffing:classroom ratio (1:3 in French boards, 1:1 in English), the daycare fee is determined by the school board, not the school.

j) **Community Representative:** N/A

k) **Home & School:** Melinda mentions the Book Drive that was approved in May 2019 meeting, the drive will be November 21st and all funds raised will go directly back to the staff; Suzy mentions the magician that was previously approved was way too expensive so she looked into booking Blair Marshall, he will be booked for December 19th in the afternoon (students will watch performance in two groups for 45 minutes each session); Mme Charland motions/Mme Lucy seconds/approved by all.

Business Arising

N/A

New Business

a) **Internal Rules of Management:** tabled until October meeting.

b) **Emergency Preparedness Approval:** Mr. Lambert presents Emergency Preparedness binder with all necessary/required information; Mr. Lambert motions approval/Mme Charland seconds/approved by all.

c) **Kindergarten Photo Album:** Mme Peterson in Kindergarten would like to ask parents to contribute toward a Kindergarten memory book in which photos will be taken throughout the year and each child will be provided with their keepsake at the end of the school year; cost is \$21.50/student; Melinda motions approval/Mme Lucy seconds/approved by all.

Correspondence

N/A

Public Question Period

Susan questions if it is possible for the junior/senior wing to swap/rotate school yards to allow for all children to play on all equipment equally; Ms. Niedan mentions that this was brought up at Staff Council and it was agreed to keep things as the existing routine due to logistics/time limitations with the second recess.

Public Question Period (continued)

Susan questions the status of the Air Conditioning/Heating campaign that Jennifer Buraglia began last year; Jennifer is no longer a parent at Evergreen but Susan would like to take over and continue with the progress that was made; Danny mentions the obstacles including budgetary and government controls; Susan to follow up with Jennifer and proceed accordingly.

Date / Time of Next Meeting

October 22nd, 2019, 6:30 pm. Location to be determined.

Adjournment

Mme Charland adjourns the meeting at 8:27 pm, seconded by Chris, approved by all.

SIGNATURES

PRINCIPAL

CHAIR

VICE-CHAIR