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## **Governing Board Meeting Minutes - June 23rd, 2020 via Zoom**

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### **Attendees:**

Mr. Lambert, Ms. Shannon, Ms. Marisa Furino, Mme Tanya Caza, Mme Lucy Filiatrault, Sue Lecavalier, Jennifer Gilligan, Chris Couture, Melinda Paradis, Daniel Olivenstein, Susan (Suzy) Nowak, Sarah Simunic, Kelly Stergiopoulos

### **Call to order**

Meeting was called to order at 7:05; meeting was conducted via Zoom.

### **Verification of Quorum**

Confirmed.

### **Approval of the Agenda**

Melinda motions to approve the agenda/Ms. Furino seconds/approved by all.

### **Approval of minutes**

February 25<sup>th</sup>, 2020 minutes reviewed; Mme Tanya motions to approve/approved by all.

### **Word from the Chair / Co-Chair**

Thank you to the Grad committee for making grad a success.

### **Public Question Period**

Two questions have been put forth:

1- is there a way to standardize the online tools being used (i.e. Seesaw, Google Meet, Google Classroom, etc)? Mr. Lambert suggests that it is a good idea to streamline the platform, possibly use Seesaw only; Mme Tanya and Ms. Furino mention that the only issue is that there isn't one platform that does everything for each grade.

2 - is there a disaster recovery plan put in place? Since being faced with the COVID pandemic, Mr. Lambert is going to review the events since March and will discuss with the staff to gather feedback on what worked/didn't work so that a protocol can be put in place specific to Evergreen as LBPSB will be implementing a board wide plan.

## Reports

a) **Principal's Report** (presented by Mr. Lambert):

see Appendix A

b) **Service Contracts**

N/A

c) **Field Trips**

N/A

d) **Fundraisers**

see below, j) Home & School

e) **Grad Activities**

**HUGE** thank you to the Grad committee and especially Suzy Q as Grad Coordinator for making the unique circumstances a memorable and special day.

f) **Teachers Report** (presented by Ms. Furino):

thank you to the parents for their patience and support throughout the last few months; teachers are preparing for the next school year.

g) **Parent Representative**

N/A

h) **Commissioner** (submitted by Danny):

council reports were emailed for review; LBPSB has released and shared their Anti-Racism declaration; there are four policies that need to be reviewed and submitted by September 15<sup>th</sup>, 2020: Intercultural Policy, School and Continuing Education Fees Policy, Environmental and Sustainability Policy, Appropriate use of Digital Resources and Technology Policy; LBPSB administrative and staffing changes will be posted on the board's website; Danny thanks and congratulates everyone for their support.

i) **Daycare:**

N/A

j) **Home & School :**

M&M Food in Vaudreuil has offered to partner with Evergreen for an ongoing online fundraiser where 10% of sales goes directly back to Evergreen; Mme Lucy motions to approve/Ms. Furino seconds/ approved by all; more details to be provided by Home & School with a possible soft launch date of July 2020.

## Business Arising

N/A

## New Business

a) **Home & School Pizza/Subway/TCBY dates:** Suzy presents the *tentative* dates for the 2020-21 school year; based on Government regulations and policies Suzy motions to have the dates pre-approved/Mme Tanya seconds/approved by all.

\*Raffle baskets that were to be raffled on portfolio night March 12<sup>th</sup>, 2020 have been postponed to September 2020; all tickets will remain as is and if a winner is no longer at Evergreen, they will still be contacted; new students attending in September will have their names added; baskets are being stored at Suzy Q's house for the summer; expired food items will be replaced; Mr. Lambert suggests selling more tickets in September and have the draw take place on Curriculum Night/Mme Lucy motions/Mme Tanya seconds/approved by all.

b) **Updated Evaluation Rubric:** Ms. Furino explains the evaluation rubric; Mr. Lambert mentions that the numeric value (1-5) doesn't carry as much weight as the evaluation comments; Melinda motions to approve/Mme Tanya seconds/approved by all.

c) **School Supply Lists:** the lists are similar to those of previous years; major change to note is that blue Evergreen Phys. Ed shirts are no longer mandatory but a regular t-shirt, shorts/track pants are required; due to no longer being able to share items, every single item will have to be labeled (caps, markers, etc.); lists will be posted online June 30<sup>th</sup>, 2020; Ms. Furino motions/Melinda seconds/approved by all.

\*there is going to be a ¾ combined and a 5/6 combined class this year – parents will be contacted well in advance if their child is in a combined class so that questions/concerns can be addressed.

d) **School Fees:** Mr. Lambert presents the school fees outlined per grade (see Appendix B); some grades will see an increase in fees due to a change of material or teacher's requirements; highlighted items reflect a possible decrease in cost if group rates are offered; the fees listed will not go higher, they are the maximum amounts; agenda's are still being used, a new supplier has been hired for this year; Mme Lucy motions to approve/Sarah seconds/approved by all.

e) **Annual Report:** Mr. Lambert presents the Evergreen Elementary Annual Report; a revised report was emailed to Governing Board June 25<sup>th</sup>, 2020; results are compiled from the TTFM (Tell Them From Me) survey given to students in Grades 4-6 and Ministry exam results from Grade 6; data provided was from 2017-18; next year's results will not be applicable since there was no info collected during this school year (2019-20) due to COVID; Mme Tanya motions to approve/Sue seconds/approved by all.

## New Business (continued)

f) **School Budget:** budgets have not been provided to the schools due to COVID; will be presented and approved in September 2020.

g) **ABAV:** the Anti-Bullying and Anti-Violence policy was approved in October 2019; to be reviewed and approved in September 2020.

h) **Governing Board members/mandates:** Chris and Sarah are returning next year as they are both in year one of their two-year term; Melinda, Suzy and Jennifer will consider returning to their roles in September; Corrie Paciatto was elected in September 2019 but did not attend any meetings in 2019-20; Kelly who was an alternate this year, and attended most meetings has offered to sit permanently if the role remains vacant.

## Correspondence

N/A

## Consultations

N/A

## Date / Time of Next Meeting

TBD (tentative September 2020)

## Adjournment

Chris adjourns the meeting at 8:33 pm.

## SIGNATURES

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**PRINCIPAL**

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**CHAIR**

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**VICE-CHAIR**

## APPENDIX A

Principal's Report

June 23, 2020

### Governing Board

- 1- On March 13<sup>th</sup> the school was forced to close due to Covid 19.
- 2- Many teachers remained in contact with their students as much as possible and during the week of May 26<sup>th</sup> teachers began teaching from a distance. It has not been without its challenges and hiccups but overall the teachers did a great job.
- 3- On Thursday, June 4<sup>th</sup> the school board confirmed the rumour that the Ministry wanted us to open up an "Education Camp" beginning no later than June 10<sup>th</sup>. Our resource team, and specialist teachers worked hard to contact the families of 50 students that we thought might benefit and created a program. Our education camp started a day earlier on June 9<sup>th</sup>. In the end we had 13 students from grade 2 to 6 participate and it ended June 23<sup>rd</sup>. The students, staff, and parents had nothing but positive things to say about it. Thank you to everyone involved in that.
- 4- On Tuesday, June 16<sup>th</sup> we had a drive-thru kindergarten orientation. It was a huge success and hopefully we were able to ease the anxiety some parents are feeling.
- 5- On Tuesday, June 22<sup>nd</sup> we had a very successful graduation for our grade 6 students. We were forced to make adjustments because of the Covid social distancing rules, but the day was a huge success. Good luck to all of our graduates on their future adventures.
- 6- Lastly, I want to thank Shannon McNulty for her tireless work this year. She really helped manage the hurricane that was 2019-2020. As of July 8<sup>th</sup> Evergreen will have a new secretary. Her name is Silke Sas. She comes highly recommended and has a diverse portfolio having worked in multiple departments for the school board. Thank you to Shannon, and welcome Silke.

## APPENDIX B

### Evergreen Consumable Fees 2020-2021

KINDERGARTEN	
ITEM	COST
PHOTOCOPYING	\$19.00
ART SUPPLIES	\$15.00
<b>TOTAL FEE</b>	<b>\$34.00</b>

GRADE ONE	
ITEM	COST
AGENDA	\$8.00
PHOTOCOPYING	\$19.00
<b>TOTAL FEE</b>	<b>\$27.00</b>

GRADE TWO	
ITEM	COST
AGENDA	\$8.00
PHOTOCOPYING	\$19.00
DIGIT	\$18.58
<b>LILOU*</b>	<b>\$20.13</b>
<b>TOTAL FEE</b>	<b>\$65.71</b>

GRADE 3	
ITEM	COST
AGENDA	\$8.00
PHOTOCOPYING	\$19.00
ALPHABETIK	\$19.61
<b>EPOPE*</b>	<b>\$14.89</b>
<b>TOTAL FEE</b>	<b>\$61.50</b>

GRADE 4	
ITEM	COST
AGENDA	\$8.00
PHOTOCOPYING	\$19.00
ALPHABETIK	\$17.54
<b>PANACHE*</b>	<b>\$14.89</b>
<b>READING A-Z &amp; RAZ KIDS*</b>	<b>\$12.50</b>
<b>TOTAL FEE</b>	<b>\$71.93</b>

GRADE 5	
ITEM	COST
AGENDA	\$8.00
PHOTOCOPYING	\$19.00
<b>TOTAL FEE</b>	<b>\$27.00</b>

GRADE 6	
ITEM	COST
AGENDA	\$8.00
PHOTOCOPYING	\$19.00
<b>TOTAL FEE</b>	<b>\$27.00</b>

\*The cost is estimated, may be available at a lower cost from the School Board