



**Wakefield Elementary School
Governing Board Meeting Minutes**

February 17, 2016

5:30pm

Present:

Julie Fram-Greig - School Principal
Erin Connell – Parent, Chair
Alex Renaud – Parent
Lisa Semenoff – Parent Committee Rep
Sylvie Pouliotte – Teacher
Lise Gagne – Teacher
Colleen Gifford – Daycare

Carrie Hogan – Community Rep

Absent:

Sharon Morrison – Staff
Martin Fournel – Parent
Stephanie Mullen-Kavanagh – Parent
Miriam Serré – Teacher

Item	Discussion	Action
Proceedings		
Call to Order	<i>Meeting was called to order at 5:40 pm by GB Chair, Erin Connell</i>	
Adoption of Agenda	Motion to approve as circulated: Lisa. Seconded: Alex. Unanimous.	Carried
Approval of Minutes	Motion to approve minutes of January 6, 2016 as circulated	Motion tabled, as minutes were not available in advance of the meeting. E-vote to be circulated post-meeting.
E-Votes	On January 11, 2016 – Motion to approve the November 11, 2015 minutes: Sylvie. Seconded: Lisa. 7 in favour. On January 26, 2016 - Motion to approve the PPO proposal for the Valentine’s Day family dance and dessert auction: Lise. Seconded: Lisa. Unanimous.	Carried Carried
Voice of the Public	No presentation	

New Business		
Playground Update	<p><i>Presentation by Pascal Proulx, Director of Buildings, Equipment and Transportation, WQSB</i></p> <ul style="list-style-type: none"> • Pascal presented the revision to the playground/parking space proposal • Pascal will present this plan to the Municipality of La Pêche for approval. Results will be shared with GB next month. 	
Criteria for School Principal	<p><i>Presentation by Erin Connell, WES GB Chair</i></p> <ul style="list-style-type: none"> • Erin asked board members to review and approve the document, <i>WES Criteria for Selection of School Principal</i> • The document prioritizes skills and traits required for any school principal, including education leadership, management, interpersonal skills and values <p>Motion to approve <i>Criteria of Selection of School Principal: Lisa. Seconded: Sylvie. Unanimous</i></p>	Carried
Gym Rental	<p><i>Presentation by Julie Fram-Greig, WES Principal</i></p> <ul style="list-style-type: none"> • Request for karate in the gym on Thursdays from 6:15-7:15pm for 14 weeks at a cost of \$563.38 <p>Motion to approve <i>gym rental on Thursdays from 6:15 - 7:15pm for karate (beginning? 2016 for 14 weeks) at a cost of \$563.38: Sylvie. Seconded: Lisa. Unanimous</i></p>	Carried
Mass Communication System	<p><i>Presentation by Julie Fram-Greig, WES Principal</i></p> <ul style="list-style-type: none"> • The WQSB is in the process of developing a Mass Communication System for use by schools and the board in case of emergencies, such as school closures due to inclement weather or emergency evacuations • This system uses software that will send a standard message to parents via text message, phone, and email • WES is one of 3 schools in the WQSB that will be piloting the software • Parents of Ms. Lapp's homeroom class will be sent a test text message on the morning of February 24th. A second school wide test will be conducted shortly after the initial test 	Information
Draft Policy Statement - Video Surveillance	<p><i>Presentation by Erin Connell, WES GB Chair</i></p> <ul style="list-style-type: none"> • WQSB Council of Commissioners requested that the draft Video Surveillance Policy be sent out for public consultation • Video surveillance equipment is installed in schools to promote the safety and security of 	Information/ Discussion

	<p>students, staff, and visitors; the protection of property; the deterrence and prevention of criminal activities; and the enforcement of school rules</p> <ul style="list-style-type: none"> • At this time, Wakefield School is not required to install video surveillance equipment • This policy will apply to urban schools and high schools 	
Standing Reports		
Community Rep	<p><i>Presentation by Carrie Hogan</i></p> <ul style="list-style-type: none"> • Bulletin board items up to date • Planting of tree from Library and Archives Canada will take place in late spring. More details to follow at April meeting 	<i>Carrie to provide additional information at April meeting</i>
Special Projects and Playground	<p><i>Martin Fournel absent</i></p> <ul style="list-style-type: none"> • No report 	<i>Martin will follow-up at next GB meeting on the "Walking School Bus" proposal</i>
PPO Rep	<p><i>Presentation by Alex Renaud</i></p> <ul style="list-style-type: none"> • The frozen fruit sale generated a profit of \$800.00 • The Valentines Dance made \$900.00 • Cupcake sales generated \$250.00 • Coupon Books sales are at \$1000.00, with 50 more booklets to sell. Julie approved the use of Kiddie Mail to advertise sale of remaining books • There are no fundraising activities scheduled for March and April • PPO is organizing a "Paint Night" in May • There will be a walk-a-thon in June • PPO would like to see the return of the "End of Year" picnic in June. Details to follow 	<i>Information</i>
Daycare	<p><i>Presentation by Colleen Gifford</i></p> <ul style="list-style-type: none"> • January PD days were well attended and the children enjoyed the activities • Ski Club is going very well for the 40 participants. Colleen is hoping to run the program as long as weather permits 	<i>Information</i>
Support Staff	<p><i>Sharon Morrison absent</i></p> <ul style="list-style-type: none"> • No report 	
Principal	<p><i>Presentation by Julie Fram-Greig</i></p> <ul style="list-style-type: none"> • Julie walked board members through the operational and fundraising budget reports • Both reports are healthy and on target for the school year 	<i>Information</i>
School Commissioner	<p><i>Pierre Dionne absent</i></p> <ul style="list-style-type: none"> • No report 	
Teachers	<p><i>Presentation by Sylvie Pouliotte and Lise Gagne</i></p> <ul style="list-style-type: none"> • Music Makers will take place on April 15th at D'Arcy McGee High School. There are 66 WES kids attending 	<i>Information</i>

	<ul style="list-style-type: none"> • Grade 6 students are going to Hadley Junior High on Friday February 19th for an information session • Winter Carnival Day is February 26th. Grade 6 students will lead and run the activities. Grade 5 students will be group leaders. This supports cooperation, leadership and The Tribes process • 100 Day Celebration was a lot of fun • Cycle 1.1 and 1.2 are working on a play – <i>Les Trois Petits Cochons</i> • French public speaking will take place after March break for grad 4 students. One student will be chosen to go to Lord Aylmer School for the finals • There are several lunch time activities being offered: volleyball, math club, music makers, bench ball, and dodgeball 	
Parent Committee	<p><i>Presentation by Lisa Semenoff</i></p> <ul style="list-style-type: none"> • Lisa’s written notes from the WQSB Parent Committee Meeting, Feb 15, 2016: <u>Planning and Review Committee:</u> ○ The committee is guided by the motto 'quality education and equitable distribution'. ○ There have been no recommendations yet on dealing with over capacity or under capacity in specific schools. ○ In the event of overcapacity the board looks at possible boundary changes as well as the building of new facilities. (The board doesn't currently have a 'surplus policy' but may consider its introduction. Under a surplus policy, after classes at a school are full new registrants would be bused to another school.) ○ In the event of under capacity the board would look at 'new organizational models' and partnerships (often with the French sector). ○ The committee will bring forward any recommendations to the following council meeting. ○ Major changes such as the ceasing of school programs (no longer teaching certain grades) or school closures trigger a formal public consultation process. However in the event that boundary changes were approved by the Commission 'information meetings' would take place. These meetings would, in effect, be informal public consultations. Comments and concerns would be taken into consideration prior to the implementation of the changes. 	<i>Information</i>

	<p><u>Bill 86:</u></p> <ul style="list-style-type: none"> ○ A big thank you to WES and other schools who submitted letters and sent comments. ○ Once all of the comments from WQSB schools' have been compiled a copy of the comments will be sent out to all GBs. ○ Due to the minister's illness hearings on Bill 86 have been delayed. EPCA is now currently slated to present its brief to the standing committee after March Break. (Three MNAs from the territory of the WQSB sit on this committee.) Given the delay there is still time to make additional comments on the Bill. The new deadline for comments is Friday, February 26. EPCA is taking the position that some sort of Bill will pass and therefore will be making very specific comments. ○ EPCA currently has an on-line survey on Bill 86 open to members of the public. It, and resources on Bill 86, can be found at www.Bill86.com. The national assembly web-site (go to the WQSB web-site to find the link) also has a section for comments on the Bill. <p><u>SEAC:</u></p> <ul style="list-style-type: none"> ○ SEAC's next meeting will focus on 'social anxiety' and 'anxiety in the school'. ○ Lisa Kelly from the WQSB will give a presentation. <ul style="list-style-type: none"> ● The next WQSB Parent Committee meeting will be on March 21st. 	
Adjournment		
Adjournment	<i>Motion to adjourn at 7:12pm: Lisa. Seconded: Sylvie. Unanimous.</i>	<i>Carried</i>